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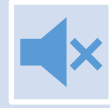
# Marie Skłodowska-Curie Actions (MSCA) Postdoctoral Fellowships

**Information For Applicants: Submission and  
Evaluation**

**[mariecurie-uk@ukro.ac.uk](mailto:mariecurie-uk@ukro.ac.uk)**

**9 June 2023**

# Housekeeping



All participants will be muted for the duration of the webinar.



A chat function is available and will be monitored.



The session is **recorded**



Please use the Q&A function to submit questions. Up voting is available

# Agenda

## 1 Welcome

Introduction to UKRO and UK Relationship to EU

## 2 Submission Process

Overview of the submission process

## 3 Evaluation Process

Overview of the evaluation process

## 4 Question and Answer



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# About UKRO

## We support UK research organisations involved in EU R&I

- Maximise UK participation in Horizon Europe
- Provide a service to around 140 subscribers
- A Brussels-based team of advisors
- Part of UKRI's wider International team
- UK National Contact Point for [European Research Council](#), [Marie Skłodowska-Curie Actions programmes](#), [Widening Participation](#) and [COST](#)



# Unlock the power of the UKRO portal

[Sign up for MSCA newsletter](#) delivered to your inbox

Register for an event on the [UKRO events page](#)

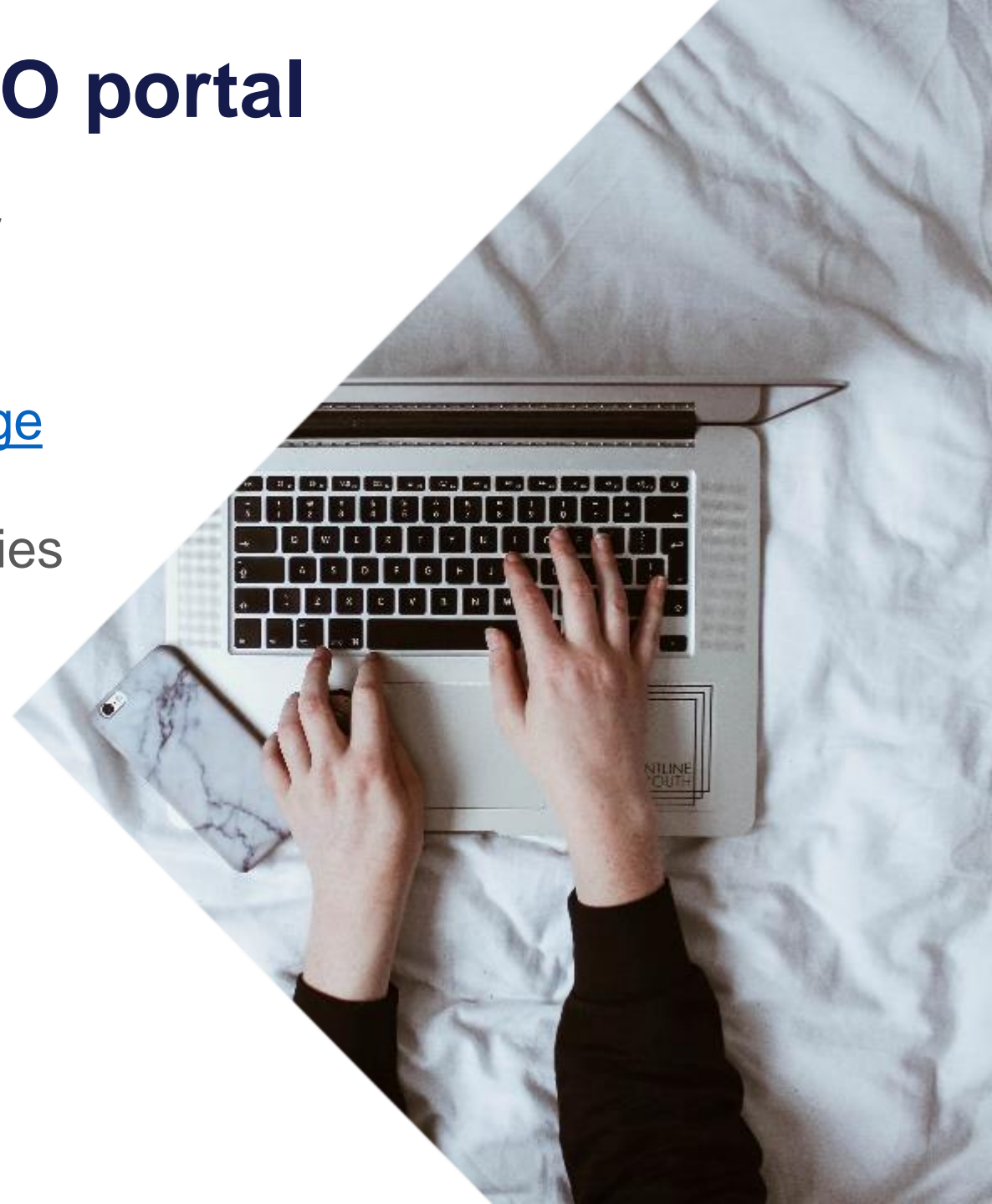
Find out more about MSCA funding opportunities

Contact the UK MSCA National Contact Point

<https://www.ukro.ac.uk/mariecurie/>



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# UK's Relationship with the EU

Participation on Horizon Europe



# Horizon Europe participation

On 24 December 2020, the negotiations on the UK-EU Trade and Cooperation Agreement concluded

The [announcement](#) confirmed the UKs' intention to associate to **Horizon Europe**

This includes **full participation in the programme** (with the exception of the EIC Fund)

UK entities can participate in/coordinate projects and receive funding from Horizon Europe, incl. ERC grants

[European Commission's Q&A](#) confirms UK eligibility

UKRO [website](#) provides latest information on UK participation



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UK-EU TRADE AND COOPERATION AGREEMENT

Summary

December 2020



# Commission Q&A

[European Commission's Q&A](#) confirms UK eligibility to apply:

*“UK entities including universities, research centres, scientists, innovative businesses, industry, etc. can participate in the first calls for proposals of Horizon Europe as soon as they are published on the European Commission’s website.”*

***“...UK applicants are treated as if the UK is an associated country throughout the process, from admissibility and eligibility to evaluation, up until the preparation of grant agreements.”***



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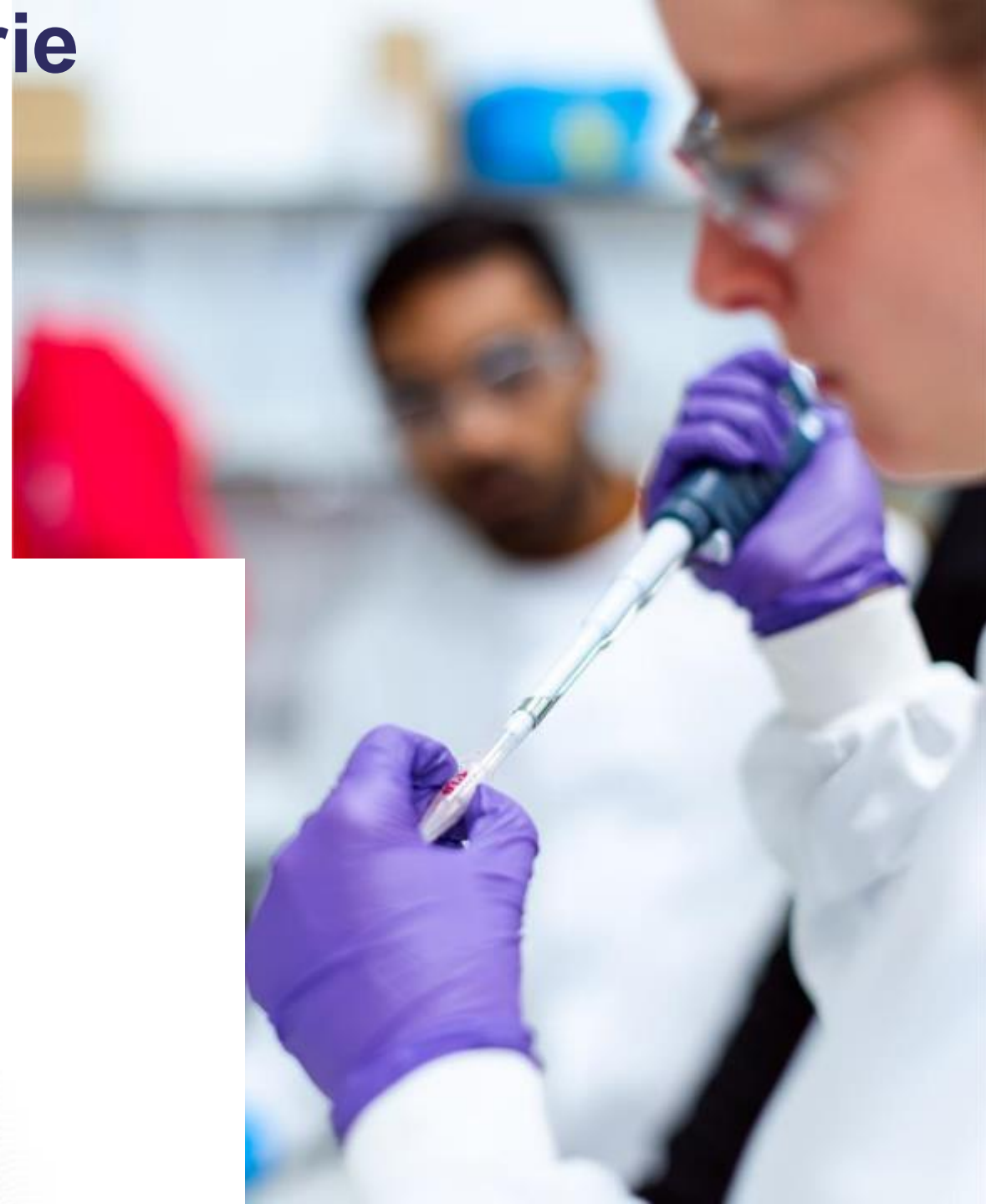


# What Does this Mean for Marie Skłodowska-Curie Actions?

UK based organisations and researchers can

- Host European Fellowship
- Host the Return phase of a Global Fellowship
- Host MSCA Fellows on secondments
- Host MSCA Fellows for the optional placement at the end of the fellowship

<https://marie-sklodowska-curie-actions.ec.europa.eu/news/horizon-europe-uk-participation>



# Delay to UK Association

Until UK associates, during Grant Agreement Preparation Phase the UK is considered a Third Country.

Third Country participants cannot sign the grant agreement.

In November 2021 UK government provide announced a guarantee to support successful applicants to Horizon Europe.

The [UK government has announced](#) an further extension to the guarantee.

The guarantee covers **all eligible**, current applications to call with a **deadline on or before 30 September 2023**.

Guaranteed  
funding for  
successful  
Horizon Europe  
UK applicants



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# Marie Skłodowska-Curie Actions (MSCA)

## Quick Overview





# What Does Horizon Europe Look Like?



Excellence Science: Reinforcing and extending the excellence of the Unions science base

# MSCA Key Features

- Operates on a 'bottom-up' basis – **any subject area**
- From basic research through to near market take-up
- **3 I approach to mobility** - interdisciplinary, intersectoral and international
- Enhance skills of people behind research and innovation
- **Gender Friendly and Inclusive** – equal opportunities in the research content
- Dissemination and public engagement - public outreach



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# MSC Actions

## Doctoral Networks

- Supports doctoral programmes, developed by universities, research institutions and research infrastructures, businesses including SMEs, and other socio-economic actors from different countries across Europe and beyond.

## Postdoctoral Fellowships

- Enhances the creative and innovative potential of researchers holding a PhD.

## Staff Exchanges

- Promote innovative international, inter-sectoral and interdisciplinary collaboration in research and innovation.

## COFUND

- Co-finances new or existing doctoral programmes and postdoctoral fellowship schemes.

## MSCA and Citizens

- Aims to bring research and researchers closer to the public at large, to increase awareness of research and innovation activities and to boost public recognition of science and research education.





# MSCA Postdoctoral Fellowships

HORIZON-MSCA-2023-PF-01  
Call deadline: 17:00 CET 13 September 2023



# Postdoctoral Fellowships

## Training through Research

Enhance the creative and innovative potential of post-doctoral researchers

Fund **all research areas**, including research funded by EURATOM

Fellowship lasts **12 -36 months depending on the type of fellowship**

All fellowships can include **short stays, research trips, field work, secondments, placement in the non-academic sector** etc.

Secondments can be up to 1/3 of the fellowship duration (Global Fellowships outgoing phase only)

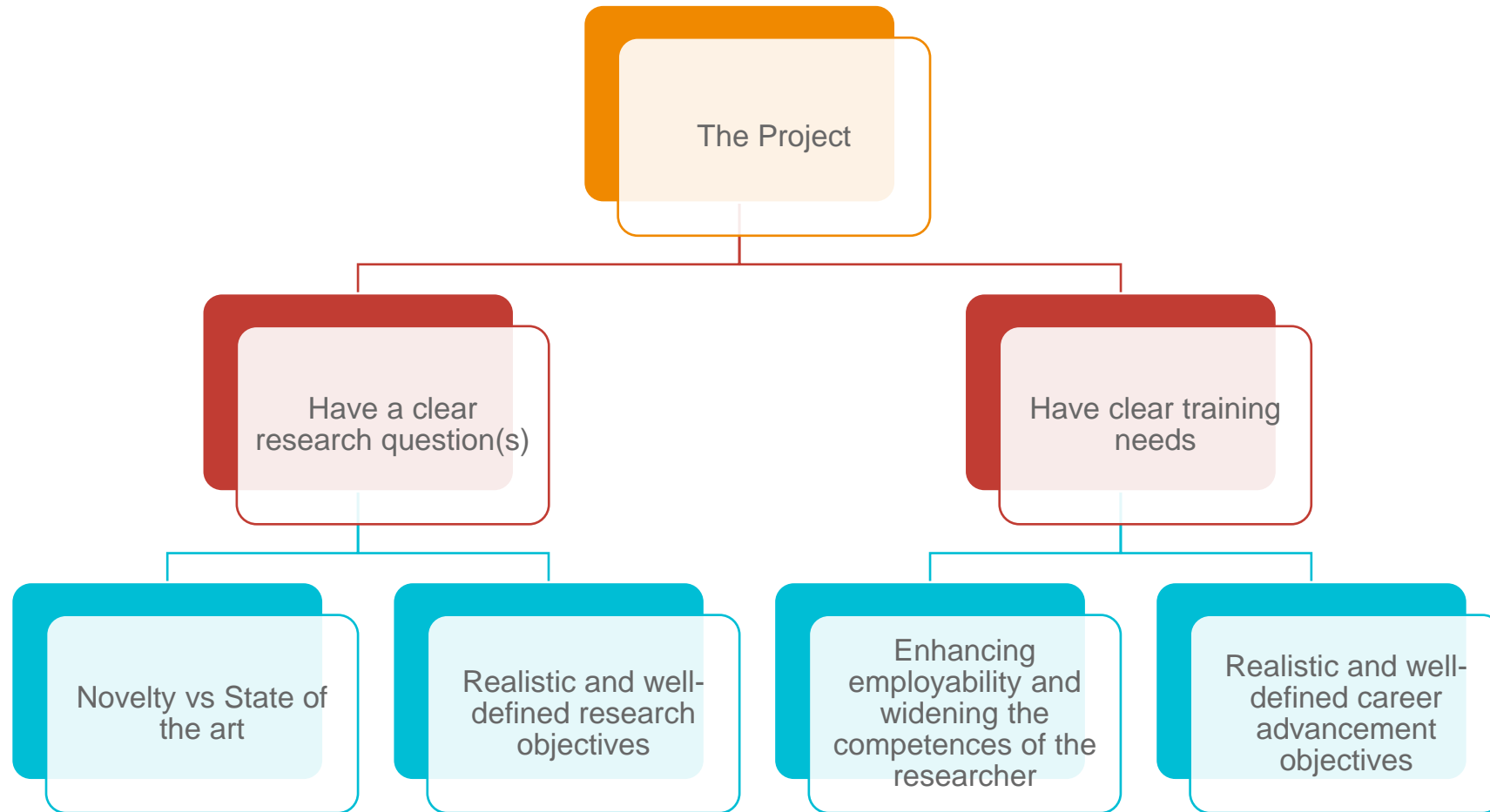
Fellows can be recruited to either the academic or non-academic sector

No nationality requirements



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# Training through Research

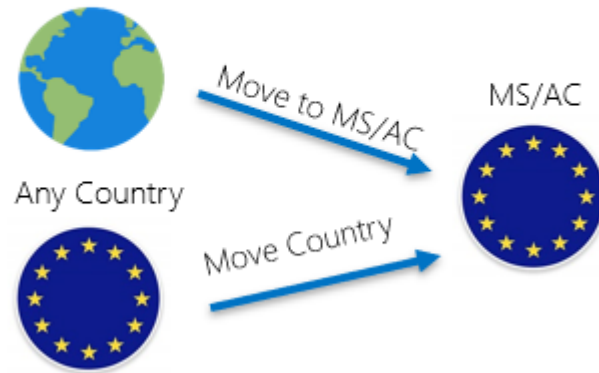




# Types of fellowships

## European Fellowships

(12-24 months)



*Mobility rule applies to the host organisation (beneficiary)*

## Global Fellowships

(12-24 months) + (12 month return phase)



*Mobility rule applies to the organisation hosting of the outgoing phase (associated partner)*

*\*applicants must be considered a long term resident of one or more EU Member States (MS) or Horizon Europe Associated Countries (AC) of at least 5 consecutive years.*

# Submission Process

Getting started



# Submission outline

Register in the [Funding & Tender Opportunities Portal](#) and create an **ECAS /EU Login account**



Get in touch with your **research support office**



Add relevant **contact people** to the online application



Submit **early** and **often** – *latest version will be accepted*




Keep the **Guide for Applicants and MSCA Work Programme** in front of you!!!



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# Funding & Tender Opportunities



Funding & tender opportunities  
Single Electronic Data Interchange Area (SEDIA)

SEARCH FUNDING & TENDERS

HOW TO PARTICIPATE PROJECTS & RESULTS WORK AS AN EXPERT SUPPORT

Due to urgent maintenance activity, Submission of tenders services may be unavailable on Tuesday, 30 May 2023, between 17:00 and 18:00. We apologize for the inconvenience caused.

Type your Keywords...

☒ Match whole words only

☒ GRANTS ☒ TENDERS

Submission status

Forthcoming (408) Open for submission (836)

Programming period

Select a Programme period...

Filter by Programme / Programme group

Select a Programme...

MSCA Postdoctoral Fellowships 2023  
TOPIC ID: HORIZON-MSCA-2023-PF-01

Grant

General information

Topic description

Destination

Conditions and documents

Partner search announcements

Submission service

Topic related FAQ

Get support

Call updates

Go back

General information

Programme  
Horizon Europe Framework Programme (HORIZON)

Call  
MSCA Postdoctoral Fellowships 2023 (HORIZON-MSCA-2023-PF-01)

Type of action  
HORIZON-TMA-MSCA-PF-EF HORIZON TMA MSCA Postdoctoral Fellowships - European Fellowships

HORIZON-TMA-MSCA-PF-GF HORIZON TMA MSCA Postdoctoral Fellowships - Global Fellowships

Deadline model  
single-stage

Opening date  
12 April 2023

Type of MGA  
HORIZON Unit Grant [HORIZON-AG-UN]

HORIZON Unit Grant [HORIZON-AG-UN]

Deadline date  
13 September 2023 17:00:00 Brussels time

Topic description

ExpectedOutcome:

Project results are expected to contribute to the following outcomes:

For supported postdoctoral fellows

MSCA Postdoctoral Fellowships 2023  
(HORIZON-MSCA-2023-PF-01)



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# Call Page on Funding & Tender Opportunities

Deadline model single-stage	Opening date 12 April 2023	Deadline date 13 September 2023 17:00:00 Brussels time
--------------------------------	-------------------------------	---

**Topic description**

ExpectedOutcome:

Project results are expected to contribute to the following outcomes:

For supported postdoctoral fellows

- Increased set of research and transferable skills and competences, leading to improved employability and career prospects of MSCA postdoctoral fellows within academia and beyond;
- New mind-sets and approaches to R&I work forged through international, inter-sectoral and interdisciplinary experience;
- Enhanced networking and communication capacities with scientific peers, as well as with the general public that will increase and broaden the research and innovation impact.

show more...

**Destination**

**MSCA Postdoctoral Fellowships (2023/24)**

The goal of MSCA Postdoctoral Fellowships is to enhance the creative and innovative potential of researchers holding a PhD and who wish to acquire new skills through advanced training, international, inter-sectoral and interdisciplinary mobility. MSCA Postdoctoral Fellow The scheme also encourages researchers to work on research and innovation projects in the non-academic sector and is open to researchers wishing to reintegrate in Europe, to those who are displaced by conflict, as well as to researchers with high potential who are seek

Through the implementation of an original and personalised research project, MSCA Postdoctoral Fellowships aim to foster excellence through training and mobility and to equip researchers with new skills and competences in order to identify solutions to current and futur engage with society at large to make the results of their research visible to citizens and to involve citizens, civil society and end-users in co-creation of research content when relevant.

Expected impact

**Topic conditions and documents**

**General conditions**

1. **Admissibility conditions:** described in [Annex A](#) and [Annex E](#) of the Horizon Europe

**Proposal page limits and layout:** described in Part B of the Application Form available

2. **Eligible countries:** described in [Annex B](#) of the Work Programme General Annex

A number of non-EU/non-Associated Countries that are not automatically eligible

**Start submission**

To access the Electronic Submission Service, please click on the submission-button next to the **type of action** and the **type of model grant agreement** that corresponds to your proposal. You will then be asked to confirm your choice, as it cannot be changed in the submission system. Upon confirmation, you will be linked to the correct entry point.


To access existing proposals for this topic, please login to the Funding & Tenders Portal and select the My Proposals page of the My Area section.

Please select the type of your submission:

☐ HORIZON TMA MSCA Postdoctoral Fellowships - European Fellowships [HORIZON-TMA-MSCA-PF-EF], HORIZON Unit Grant [HORIZON-AG-UN]

☐ HORIZON TMA MSCA Postdoctoral Fellowships - Global Fellowships [HORIZON-TMA-MSCA-PF-GF], HORIZON Unit Grant [HORIZON-AG-UN]

Start submission

 Need help?



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# The Application

Structured data entered into the IT system

Acronym and Title for the project (NB title is not the same as acronym)

Select the Scientific Area (i.e. panel) which is the “best fit”

Up to 5 “Descriptors” which best characterise the content of the proposal, in descending order of relevance

First 3 descriptors linked to selected panel, others unrestricted

Free keywords

Abstract: maximum 2,000 characters



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[https://ec.europa.eu/research/participants/data/ref/h2020/other/call\\_ptef/pt/h2020-call-list-descr-msca-itn\\_en.pdf](https://ec.europa.eu/research/participants/data/ref/h2020/other/call_ptef/pt/h2020-call-list-descr-msca-itn_en.pdf)



## Marie Skłodowska-Curie Actions

<https://rea.ec.europa.eu/system/files/2021-10/MSCA%20Keywords.pdf>

### List of Descriptors

MSCA KEYWORDS		
Scientific panel	Level 1 keywords	Level 2 keywords
Chemistry (CHE)	C1-Inorganic Chemistry	Catalysis Coordination chemistry Inorganic and nuclear chemistry NMP Non-Metallic Materials & basic processes Organometallic chemistry Radiation and nuclear chemistry
	C2-Organic, Polymer and Molecular Chemistry	Carbohydrates Combinatorial chemistry Heterocyclic chemistry Macromolecular chemistry Molecular architecture and structure Molecular biology Molecular chemistry Natural product synthesis Organic chemistry Organic reaction mechanism Peptide chemistry Polymer chemistry Stereochemistry Supramolecular chemistry Synthetic Organic chemistry
	C3-Physical and Analytical Chemistry	Analytical chemistry Chemical instrumentation Chemical reactions: mechanisms, dynamics, kinetics and catalytic reactions Chemistry of condensed matter Chromatography Colloid chemistry Corrosion Crystallography and X-ray diffraction Electrochemistry, electrodialysis, microfluidics, sensors Forensic chemistry Heterogeneous catalysis Homogeneous catalysis Ionic liquids Mass Spectrometry Method development in chemistry Microscopy Molecular dynamics Molecular electronics Photocatalysis

# Panel Selection

- **Evaluation Panels**
  - *Chemistry (CHE), Social Sciences and Humanities (SOC), Economic Sciences (ECO), Information Science and Engineering (ENG), Environment and Geosciences (ENV), Life Sciences (LIF), Mathematics (MAT), Physics (PHY)*
- Multidisciplinary is encouraged
- **Abstract and Descriptors are important**
- No predefined budget allocation among the panels
  - **Budget distributed based on number of eligible proposals in each panel**



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# Who Submits?

[Under call H2020-MSCA-IF-2020, topic MSCA-IF-2020, why should a researcher not submit the proposal on his/her own?](#)

- Because the legal responsibility lies with the host organisation in a Member State or Associated Country (future beneficiary) and only the supervisor, appointed by this organisation, can act on its behalf until the signature of the Grant Agreement.
- As such, **only the supervisor should press the "submit" button and take any other actions in the name of the organisation (e.g. initiate the "review process" that replaces the redress procedure for Horizon 2020) until the Grant Agreement is signed.**
- However, the electronic submission system will still allow the researcher to submit the proposal. They should consider the implications of this carefully before doing so.



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# Submission system

Call Information

Template

Support



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### Proposal forms

**Deadline**

15 November 2022 17:00:00 Brussels Local Time

167 days left until closure

Call data:

Call: HORIZON-MSCA-2022-DN-01

Topic: HORIZON-MSCA-2022-DN-01-01

Type of action: HORIZON-TMA-MSCA-DN

Type of MGA: HORIZON-AG-UN

Topic and type of action can only be changed by creating a new proposal.

Proposal data:

Acronym: test test

Draft ID: SEP-210869891

Download Part B templates

Download part B templates

Support & Helpdesk

Online Manual

IT How To

IT Helpdesk

FAQ

Service Desk:

EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu

+32 2 29 92222

In this step you can edit the Administrative Forms and upload the proposal itself.

Your proposal contains changes that have not yet been submitted.

Administrative forms (Part A)

Edit forms

View history

Print preview

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.

Part B1

Upload

Part B2

Upload

BACK TO PARTICIPANTS LIST

VALIDATE

SUBMIT

Part A  
completed  
online

Part B must be  
uploaded as a  
PDF



# Submission Process

## Part A – Administrative Forms





# Part A Administrative Forms

## Researcher Information

- PhD award date (or date of successful defence)
- If PhD awarded more than 8 years ago, complete table for extensions
- Countries of residence for past 5 years

## Beneficiary Information

- Participant Information Code (PIC)
- Outgoing host (for GF)
- Non-academic placement host (if applicable)
- Indicate if secondment planned, but outline only in Part B

## Other information

- Related publications, research projects and infrastructure
- Gender Equality Plan: for all public bodies, higher education institutions, and research organisations
- Ethics Self-Assessment: guidance is available online



# Adding Participants

Max. 3 contact: Supervisors, researcher and contact person

Call Information

Deadline

13 September 2023 17:00:00 Brussels Local Time

106 days left until closure

Call data

Call: HORIZON-MSCA-2023-PF-01

Topic: HORIZON-MSCA-2023-PF-01-01

Type of action: HORIZON-TMA-MSCA-PF-GF

Type of MGA: HORIZON-AG-UN

Topic and type of action can only be changed by creating a new proposal.

Proposal data

Acronym: Test GF

Draft ID: SEP-210957760

Template

Download Part B templates

Download part B templates

Support

Support & Helpdesk

Online Manual

IT How To

IT Helpdesk

FAQ

Service Desk:

EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu

+32 2 29 92222

In this step, the coordinator can manage and review the participants.  
Note: The changes will be applied only after you click the "Save Changes" button.

Proposals with an additional placement period in the non-academic sector require 1 Associated Partner organisation located in a Member State or Associated Country. If your proposal does not include such additional placement, please ignore this warning. Do not add here Associated partners for Secondments.

This call requires at least 1 Associated partner organization located in a Third country where the outgoing phase will take place.

Call requires at least 1 Associated Partner organisation.

Number of participants: 1

Reorder

Applicant (FUTURE BENEFICIARY)

UKRI

1

UKRI

UNITED KINGDOM RESEARCH AND INNOVATION  
SWINDON, UK  
PIC: 906446474

Change organisation

Contact organisation

Contacts

Add contact

Supervisor (Main Contact Person)

Branwen Hide

Add Partner

Add Associated partner

SAVE

SAVE AND GO TO NEXT STEP

NEXT



Only encode Associated Partners for:  
Outgoing Phase (TC) – For GF  
Non-Academic Placement (MS/ HE AC) – if applicable  
**(Do not add secondment hosts here)**

# Participant List

Number of participants: 3

**Applicant (Future Beneficiary)**

1 Test Camelia-Valeria

Test Camelia-Valeria  
Brussels, BE  
PIC: 913842918

Contacts: 0 Add contact +

Jane Doe - Supervisor

Mario Rossi - Researcher

Jean Dupont - Contact person

Change organisation Contact organisation

**Associated Partner**

2 OFFICE FOR SPONSORED PROGRAMS

PRESIDENT AND FELLOWS OF HARVARD COLLEGE  
CAMBRIDGE, US  
PIC: 992204077

Change organisation Contact organisation

**Associated Partner**

3 Microsoft Research & Development France

Microsoft Research and Development France  
Issy Les Moulineaux, FR  
PIC: 989925450

Change organisation Contact organisation

Add Partner + Add Associated partner +

SAVE SAVE AND GO TO NEXT STEP NEXT

Maximum number of participants for European: 2

Maximum number of participants for Global: 3

**Host Applicant (MS/HE AC)**

**First Associated Partner:**

GF Only: Host of Outgoing Phase (Third Country)

**Second Associated Partner:**

GF or EF: Host for Non-Academic Placement (MS/HE AC)

**Do not encode hosts for secondments here**



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# Participants and Contacts

These sections do not need to be completed

Beneficiaries and Associated Partners **DO NOT** need to fill in:

- The information about the researchers involved
  - The role of participating organisation in the project
  - The list of up to five publications
  - The list of relevant previous projects
  - The list of significant infrastructure
- ❖ This information however will need to be described in the relevant sections of parts B1 and B2



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# Proposal Forms – Part A (Administrative Forms)

< Exit form      Table of contents      General Information >

Table of contents    Validate form    Save form    Save & exit form

Application forms

**Call: HORIZON-MSCA-2023-PF-01**  
( MSCA Postdoctoral Fellowships 2023)

**Topic: HORIZON-MSCA-2023-PF-01-01**

**Type of Action: HORIZON-TMA-MSCA-PF-GF**  
(HORIZON TMA MSCA Postdoctoral Fellowships - Global Fellowships)

**Proposal number: SEP-210957760**

**Proposal acronym: Test GF**

**Type of Model Grant Agreement: HORIZON Unit Grant**

Table of contents

Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show
4	Ethics and security	Show
5	Other questions	Show

[How to fill in the forms](#)  
The form must be filled in for each proposal using the templates available in the submission system. Some data fields in the form are pre-filled based on the steps in the submission wizard.

[Read more](#)

MSCA-PF-FORMSET ver 1.00 20230413      Page 1



Navigation Tool



Sections to be completed

Guidance



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- ❖ Many fields will be pre-populated using information from both PIC and EU Log-ins.
- ❖ All other fields to be completed and saved in the online form.

# Budget Table

## Application forms

Proposal ID    **SEP-210957760**

Acronym        **Test GF**

## 3 - Budget

Is the Researcher eligible for family allowance?\*    ☒ Yes    ☐ No

Duration of outgoing phase (12 to 24 months) *	Country in which outgoing phase will take place *	Associated Partner for the Outgoing Phase (Compulsory) *
24 ▾	United Kingdom ▾	QMUL ▾

Country in which return phase will take place
United Kingdom ▾

Non-academic placement duration (1 to 6 months) *	Country in which non-academic placement will take place *	Associated Partner for non-academic placement (Optional)
6 ▾	United Kingdom ▾	UOXF ▾

	Country Coefficient	Number of Months	Contributions for recruited researchers			Institutional contributions		Total
			Living Allowance	Mobility Allowance	Family Allowance	Research, training and networking costs	Management and indirect costs	
Outgoing phase	1.369	24	166908.48	14400.00	15840.00	24000.00	15600.00	236748.48
Return phase	1.369	12	83454.24	7200.00	7920.00	12000.00	7800.00	118374.24
Placement in non-academic sector	1.369	6	41727.12	3600.00	3960.00	6000.00	3900.00	59187.12
Total			292089.84	25200.00	27720.00	42000.00	27300.00	414309.84

The Partner Organisation does not sign the Grant Agreement and does not directly claim costs from the action. The entire EU contribution is transferred to the Host organisation located in a Member State or Associated Country.

- ☐ Funding based fully on unit costs, multiplied by requested person months – *see session 2*
- ☐ Cannot make changes to budget line of Associated Partner



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# Ethics & Security questions - Section 4

UK applicants should answer ‘yes’ on questions about non-European activity

Follow Horizon Europe guidance document:  
[‘How to complete your ethics self-assessment’](#)

This will not affect eligibility.

Answering ‘yes’ on certain questions may require a brief text response from the applicant.

Applicants may be requested to upload documents related to particular questions.

Page references to relevant sections of proposal for each issue if you answer ‘Yes’ (part B1 and B2)

Application forms

Table Of Contents

Validate Form

Save

Save&Close

Proposal ID SEP-210732071

Acronym FAD

4 - Ethics & security

Ethics Issues Table

1. Human Embryonic Stem Cells and Human Embryos

Page

Does this activity involve Human Embryonic Stem Cells (hESCs)?

☐ Yes ☒ No

Does this activity involve the use of human embryos?

☐ Yes ☒ No

2. Humans

Page

Does this activity involve human participants?

☐ Yes ☒ No

Does this activity involve interventions (physical also including imaging technology, behavioural treatments, etc.) on the study participants?

☐ Yes ☒ No

Does this activity involve conducting a clinical study as defined by the Clinical Trial Regulation (EU 536/2014)? (using pharmaceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products)

☐ Yes ☒ No

3. Human Cells / Tissues (not covered by section 1)

Page

Does this activity involve the use of human cells or tissues?

☐ Yes ☒ No

4. Personal Data

Page

Does this activity involve processing of personal data?

☐ Yes ☒ No

Does this activity involve further processing of previously collected personal data (including use of preexisting data sets or sources, merging existing data sets)?

☐ Yes ☒ No

Is it planned to export personal data from the EU to non-EU countries? Specify the type of personal data and countries involved

☐ Yes ☒ No

Is it planned to import personal data from non-EU countries into the EU or from a non-EU country to another non-EU country? Specify the type of personal data and countries involved

☐ Yes ☒ No



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# Other Questions - Section 5

## 5 - Other questions

### Information on the Researcher (future fellow)

1. Were you in the last 3 years in compulsory national service?

☐ Yes ☐ No

2. Did you spend time, in the last 3 years, on procedures for obtaining refugee status (according to the 1951 Geneva Refugee Convention and the 1967 Protocol) in a Member State or Associated Country to Horizon Europe?

☐ Yes ☐ No

3. Are you a national of a Member State or Associated Country?

☐ Yes ☐ No

Country

### Other Questions

4. Are the research and training activities proposed addressing topics related to nuclear sciences and technology, as outlined in the Guide for applicants for this call and the Euratom Research and Training Programme (ERTP)? \*\*

☐ Yes ☐ No

Answer "Yes" ONLY IF all three conditions below are fulfilled:

- The proposal's research area is covered by the ERTP

- The host organisation (and, if applicable, the Associated Partner for the additional Placement period) is/are established in a Member State or Associated Country to the ERTP

- The researcher is a national or a long-term resident of a Member State or Associated Country to the ERTP

5. For communication purposes only, the European Commission REA asks for permission to publish the name of the researcher (future fellow) should the proposal be retained for funding. Does the researcher (future fellow) give this permission?

☐ Yes ☐ No

6. Some national and regional public research funding authorities run schemes to fund MSCA applicants that score highly in the MSCA evaluation but which cannot be funded by the MSCA due to their limited budget. In case this proposal could not be selected for funding by the MSCA, do the researcher and supervisor consent to the European Commission disclosing to such authorities the results of its evaluation (score and ranking range) together with their names and contact details, non-confidential proposal title and abstract, proposal acronym, and host organisation?

☐ Yes ☐ No

The EC Q&A applies




3. Are you a national of a Member State or Associated Country?

☐ Yes ☒ No

Are you a long term resident of a Member State or Associated Country?

☒ Yes ☐ No

Period of legal and continuous residence within one or more EU Member States or Horizon 2020 Associated Countries:

Period from	Period to	Number of days	Member State / Associated Country	Name of the Institution	Add
					Remove

### Other Questions

# Secondments Vs Non- Academic Sector Placement

## How to fill in the application forms

	Secondment	Non-Academic Sector Placement
Part A Section 2 Participants	Do NOT encode the secondment organizations as a participating organisation.	The organization hosting the placement MUST be encoded as a participating organisation (= associated partner).
Part A Section 3 Budget	Do NOT encode (as no additional budget is allowed for secondments).	ADD the number of months requested for the non-academic placement as a separate line (up to 6 months are allowed).
Description in Part B-1	Secondments should be described in part B1 and the evaluators will assess their relevance and quality in the respective criterion.  Secondments should be included in the Gantt chart.	Non-academic placements should be described in part B1 and the evaluators will assess their relevance and quality in the respective criterion.  Non-academic placements should be included in the Gantt chart.
Description in Part B-2	Secondment hosts must be listed in Tables 5.1 and 5.2 within part B2 template as an associated partner	Non-academic placements hosts must be listed in Tables 5.1 and 5.2 within part B2 template as an associated partner.
Supporting Document in Part B-2	No Letter of commitment required.	No Letter of commitment required.





# Submission Process

Part B – The project





# Part B

- Complete ALL mandatory tables
- Use required sub-headings
  - Can also include additional subheading
- Deliverables should be divided into
  - Scientific deliverables and management, training, recruitment and dissemination deliverables
- Milestones
  - Control points in the action that help to chart progress and MAY be linked to deliverables

## part B1 (document 1):

- Comprises the Start Page, Table of Contents, List of Participating Organisations and and declarations tables
- Sections 1-3
- The maximum total length for this document is 10 pages
- Respect the instructions
- The Expert evaluators will disregard any excess pages above the 10 page limit

## part B2 (document 2):

- Sections 4-9
- No overall page limit will be applied to this document
- Respect the instructions



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❖ Applicants will not be able to submit their proposals unless both documents 1 and 2 are provided

# Part B1- Key Template Changes From 2022

- Min. font size of text in tables is size 11
- Tables can include key text – no longer for illustrative purposes only
- Gantt chart is a visual representation of data rather than a table with rows and columns size can be font size 8
- Cannot delete the tags; they are needed for internal processing of information Updates to alignment text with standard application form template for criteria 2.3
- Additional sub criteria under section 1.2 for those planning on using, developing and/or deploying artificial intelligence (AI) based systems and/or techniques
- New: Section 8 “Environmental considerations in light of the MSCA Green Charter”
- Revision of criteria 2.1
- Letter of commitment is required for Global Fellowships only



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**Horizon Europe Programme**

**Instructions, please remove**  
**Standard Application Form**

**Marie Skłodowska-Curie Actions -**  
**Postdoctoral Fellowships (HE MSCA PF)**

Project proposal – Technical description (Part B)

Version 3.0  
20 March 2023

# Formatting

Min font size 11\*

All margins at least 15mm\*\*

Reference font is Times New Roman (Windows platform), Times/Times New Roman (Apple platforms) or Nimbus Roman No. 9 L (Linux distributions)

Literature references should be listed in footnotes

The page formatting will be systematically checked by the REA

Information provided through hyperlinks will be disregarded

Tables should not be used to circumvent min font size

Headers and page numbers as specified

Save files using specified format and naming convention



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\*Except for the Gantt chart and footnotes (min. font size 8)

\*\* Not including any footers or headers

# Common Submission Errors

## **Missing the Call deadline**

Not respecting eligibility requirements (e.g. PhD or max 8 years research experience)

## **Exceeding the page limits**

Missing Letter of Commitment (for Non-Academic Placement, Global)

Confusing Secondments and Non-Academic Placements

Requesting an ineligible Non-Academic Placement or secondment

## **Using the wrong font size**



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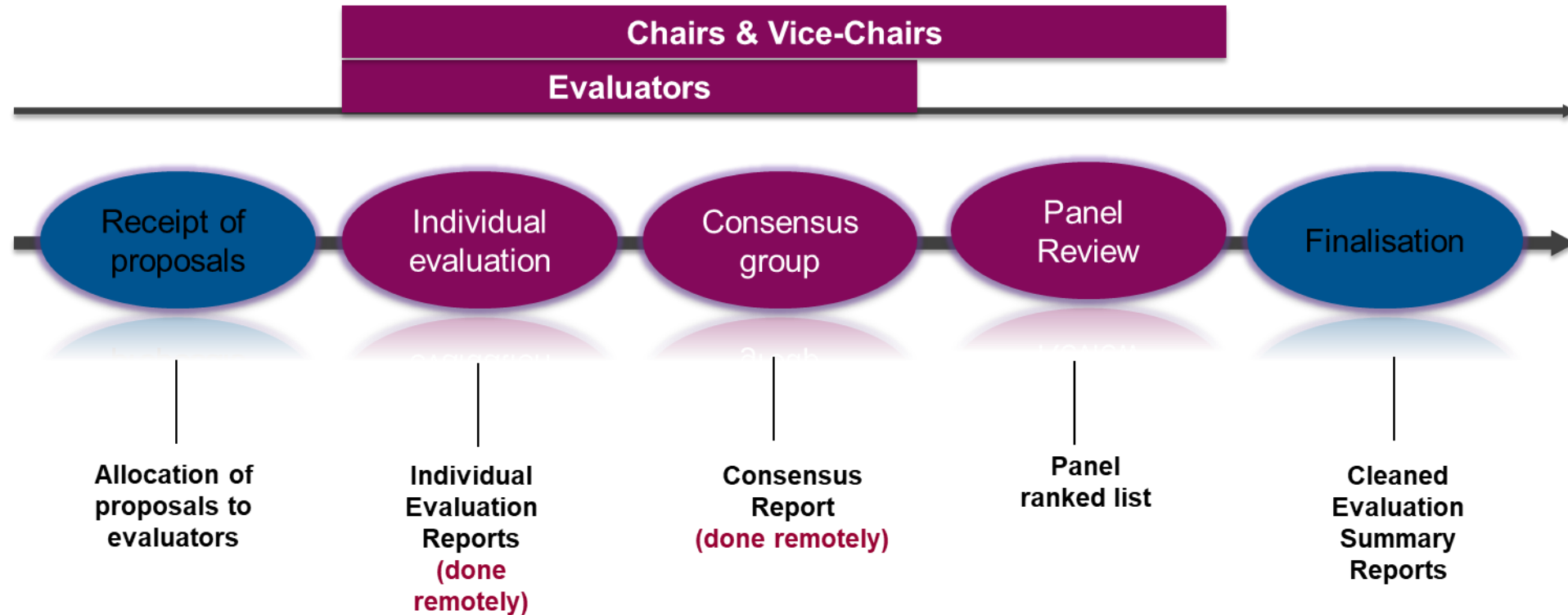


# Evaluation Process

How does it work



# Evaluation Workflow



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- ☐ Automatic pre-allocation done by REA based on MSCA specific key words
- ☐ Vice-Chairs revise the pre-allocation of proposals to experts

# Score Descriptors – Consensus Discussions

<b>Excellent.</b> The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.	<b>5</b>	4.9 ↑ ↓ 4.0	<b>Excellent</b>
<b>Very Good.</b> The proposal addresses the criterion very well, but a small number of shortcomings are present.	<b>4</b>	3.9 ↑ ↓ 3.0	<b>Very Good</b>
<b>Good.</b> The proposal addresses the criterion well, but a number of shortcomings are present.	<b>3</b>	2.9 ↑ ↓ 2.0	<b>Good</b>
<b>Fair.</b> The proposal broadly addresses the criterion, but there are significant weaknesses.	<b>2</b>	1.9 ↑ ↓ 1.0	<b>Fair</b>
<b>Poor.</b> The criterion is inadequately addressed, or there are serious inherent weaknesses.	<b>1</b>		<b>Poor</b>
The proposal <b>fails</b> to address the criterion or cannot be assessed due to missing or incomplete information.	<b>0</b>		

- ☐ Involves an exchange on the basis of the 3 individual evaluations – Not just a simple averaging exercise
- ☐ The aim is to find agreement on comments and then the scores
- ☐ “Outlying” opinions are explored
- ☐ Additional evaluators can be used if necessary



# Expert Allocation

Allocation of proposals to experts using keywords and descriptors provided by applicants

Experts can reject allocation if not suitable expertise, Conflict of Interest, etc.

Experienced expert nominated as Rapporteur

Do not assign 3 experts from the same nationality to a proposal



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# Evaluation Process

Each of the experts prepares an Individual Evaluation Report

Rapporteur drafts Consensus Report (CR) reflecting their comments

Once comments agreed, discuss and agree on score

CR is reviewed by Vice-Chairs for consistency

Final version becomes Evaluation Summary Report (ESR) sent to the applicant



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Horizon Europe

Evaluation Form (HE MSCA)

Version 1.0  
18 June 2021

[https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/temp-form/ef/ef\\_he-msca\\_en.pdf](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/temp-form/ef/ef_he-msca_en.pdf)

# Evaluation and scoring

Proposals funded in ranking order

Highly competitive and need to score of 90-95+ depending on the panel

Final ranking lists approved by Panel Vice-Chairs

Same scores: prioritisation decided by panel, based on scores for award criteria (weighting above).

If needed further prioritisation based on criteria in line with the WP (e.g. gender balance of supervisors, involvement of non-academic sector, geographical spread, international co-operation, green charter etc.)

Distribution of the indicative budget is proportional to the number of eligible proposals received in each panel



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# Resubmission Restrictions

Proposals involving the **same recruiting organisation** (and for Global Postdoctoral Fellowships also the associated partner hosting the outgoing phase) and **individual researcher** submitted for the MSCA Postdoctoral Fellowships 2022 call and **having received a score of less than 70% must not be resubmitted**.

All eligible resubmitted proposals will be evaluated independently of any previous evaluation(s).



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# Evaluation Criteria

Excellence (50%)	Impact (30%)	Quality and efficiency of the implementation (20%)
Quality and pertinence of the project's research and innovation objectives (and the extent to which they are <b>ambitious</b> , and <b>go beyond the state of the art</b> )	Credibility of the measures to enhance the career perspectives and <b>employability</b> of the researcher and <b>contribution</b> to his/her <b>skills development</b>	Quality and effectiveness of the work plan, assessment of risks and appropriateness of the effort assigned to work packages
Soundness of the proposed methodology (including <b>interdisciplinary</b> approaches, consideration of the <b>gender dimension</b> and other <b>diversity aspects</b> if relevant for the research project, and the <b>quality of open science practices</b> )	Suitability and quality of the measures to <b>maximise expected outcomes and impacts</b> , as set out in the <b>dissemination</b> and <b>exploitation</b> plan, including <b>communication</b> activities	<b>Quality and capacity of the host institutions</b> and participating organisations, including <b>hosting arrangements</b>
Quality of the supervision, training and of the <b>two-way transfer of knowledge</b> between the researcher and the host	The magnitude and importance of the project's <b>contribution</b> to the expected <b>scientific, societal and economic impacts</b>	
Quality and appropriateness of the researcher's <b>professional experience, competences and skills</b>		



# Proposal Development

Points to Consider



# Section 1 Excellence

## Quality and pertinence of the project's research and innovation objectives

- State the research/technical problem/knowledge/specific skills gap your PF will address and how
- Use diagrams, tables, figures as appropriate to clarify any point
- Have clear objectives, link to methodology
- Highlight originality and innovativeness
- Training through research

## Soundness of the proposed methodology

- Describe and explain the overall methodology (links to objectives)
- Explain approaches to complying with open science requirements and gender
- Explain data management plans
- Highlight inter/multi disciplinary elements
- Is using AI provide explanations on the technical robustness of the proposed system

# Section 1 Excellence

## Quality of the supervision, training and of the two-way transfer of knowledge between the researcher and the host

- Qualifications of supervisor(s) (Numbers of previously supervised fellows, of post-docs mentored etc)
- If you are having a co-supervisor/mentor, shortly explain their added value
- If applicable, explain the value of the supervisor during the secondments, non-academic placement and during outgoing phase of the Global Fellowship
- Mention career development plan
- Explain complementarity between your profile, the one of your supervisor and the expertise of your host organisation
- Clearly detail transfer of knowledge activities
- Reference European Charter for Researchers and the MSCA guidelines for supervision

## Quality and appropriateness of the researcher's professional experience, competences and skills

- Explain how you have the necessary skills and expertise to undertake the project
- Choose the key highlights from your CV to help illustrate your points



# Section 2 Impact

Credibility of the measures to enhance the career perspectives and employability of the researcher and contribution to his/her skills development

- Explain the impact of the research and training on the Fellows' careers
- Link research training, transferable skill development and exposure to different sectors
- Explain why the skills & experiences acquired during the fellowship would benefit future employers and contribute to better quality research and innovation
- Think about how the research programme fits into higher level EU policies: European Charter for Researchers, European Code of Conduct for Research Integrity, MSCA Guidelines for Supervision

Suitability and quality of the measures to maximise expected outcomes and impact

- Horizon Europe obligations to make publications and research data open access
- How will the results be disseminated, which repositories, etc.?
- Data Management Plan
- Plans for Exploitation of results and intellectual property
- Think how, what form of protection, when?
- [IPR Helpdesk for MSCA Fact Sheet](#)
- Describe the dissemination, exploitation and communication measures that are planned, the target group
- Detail the project's plans for communication of research findings
- Does the project have communication and public engagement strategy? – hint, they probably should!
- Who are the appropriate audiences for these activities?
- What are the appropriate means for these activities?
- [Communicating EU R&I Guidance for Project Participants](#)



# Section 2 Impact

The magnitude and importance of the project's contribution to the expected scientific, societal and economic impacts

- Explaining how the project's results are expected to make a difference in terms of impact, beyond the immediate scope and duration of the project
- Scientific, Economic and Society impact (as appropriate)
- Link to key regions, national and international including EU policy priorities
- What will the impact be during the life time and immediately following the completion of the project?
- Links to dissemination, communication, and exploitation

# Section 3 Implementation

Quality and effectiveness of the work plan, assessment of risks and appropriateness of the effort assigned to work packages

- Clear, Concise, Achievable Work Packages
- Research, Management, Training, Dissemination and Communication
- List of major deliverables and major milestones
- Risk assessment and mitigation
- Work Packages should reflect the research objectives
- Number of deliverables must be reasonable – scientific, management, training, recruitment, dissemination

Quality and capacity of the host institutions and participating organisations, including hosting arrangements

- Detail the hosting arrangements (including those for GF, secondments and Non-academic placement if relevant)
- Explain clearly how you will be integrated into this research group(s)/environment and the wider host institution(s)
- Explain the appropriateness of the infrastructure and capacity of each participating organisation against project needs
- Explain that you will have access to research/technical infrastructure
- Include any support from HR services and other organisational support services (finance, EU research teams etc)
- If your host organisation has an associated partner linked to them where you will spend some part of the research briefly describe the nature of the association or affiliation and the role of this organisation in your fellowship and the research project



# Section 4 CV

Track record is evaluated against other researchers in your career stage, discipline and sector

Follow the template

Use a narrative approach to explain elements of your CV, keeping in mind the evaluation criteria

Add additional headings if required

Include all your areas of experience (e.g., teaching, reviewing, consultancy, intersectoral experience, supervision, event organisation, public outreach etc.).

Will also be considered by the evaluators in relation to Section 1.4 of Part B1

If you are not the first or lead author on publications, briefly explain your contribution



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#\$CON-SOR-CS\$# #PRJ-MGT-PM\$#

----- End of page count (max 10 pages) -----

## **Part B2 (no overall page limit applied)**

### **4. CV of the researcher (indicative length: 5 pages)**

Any information provided in Parts A and B of the proposal should be fully consistent. Always mention full dates (using format: dd/mm/yyyy). The CV should include the standard academic and research record. Any research career gaps and/or unconventional paths should be clearly explained.

At a minimum, the CV should contain:

- a) The name of the researcher;
- b) Professional experience (most recent first, with exact dates in format dd/mm/yyyy);
- c) Education, including PhD award date (most recent first, with exact dates in format: dd/mm/yyyy).

The CV should include information on:

- Publications in peer-reviewed scientific journals, peer-reviewed conference proceedings, and/or monographs (they are expected to be open access either published or through repositories) and other outputs such as data, software, algorithms significant for your research path (they are expected to be open access in appropriate repositories to the extent possible; they should be accompanied by a very short qualitative assessment of their scientific significance and not by the Journal Impact Factor);
- Invited presentations to internationally established conferences and/or international advanced schools;
- Organisation of international conferences, including membership in the steering and/or programme committee;
- Research expeditions led by the researcher;
- Granted patent(s);
- Examples of participation in industrial innovation;
- Prizes and Awards;
- Funding received so far;
- Supervising and mentoring activities;
- Other items of interest.

Applicants who have successfully defended their doctoral thesis *before* the call deadline but who have not yet formally been awarded the doctoral degree must clearly indicate the date of the successful PhD defence ("viva"). Researchers having their last thesis defence *after* the call deadline will be automatically declared ineligible for this call.

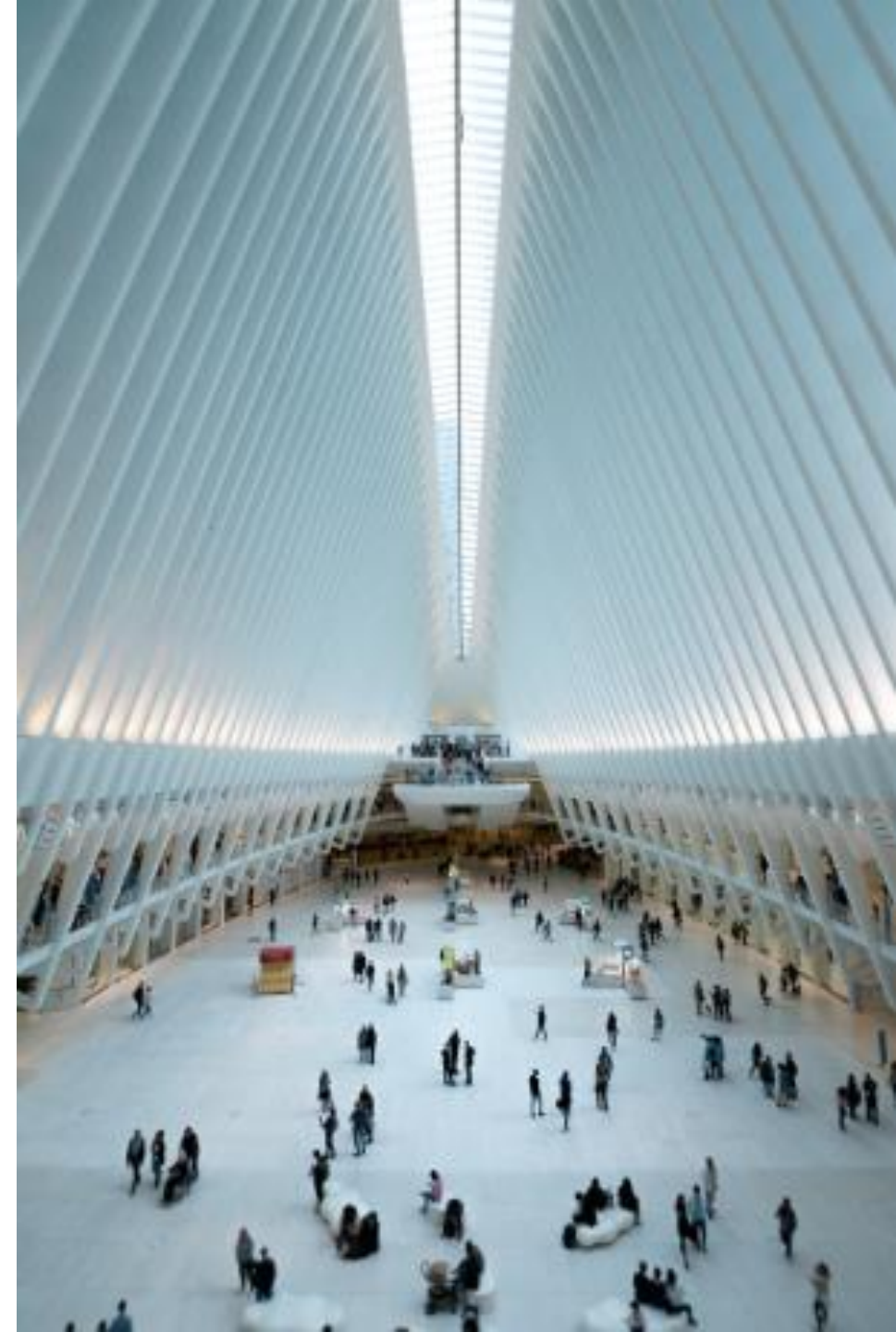
<sup>3</sup> See the definitions section of the MSCA Work Programme for further information.

# Section 5 – Network Organisation

- Demonstrate tasks for each participating organisation and appropriateness
- Involvement of HR or Finance support in institutions?
- What does the organisation(s) have to offer: Laboratories/Office Space, Technical expertise, Workshops, Other facilities
- Refer to the European Charter for Researchers and institutional endorsement
- ['HR Strategy for Research \(HRS4R\)' award](#) - demonstrates competence for recruiting and hosting
- You will need additional tables, for associated partners in Global Fellowships, the optional non-academic sector placement, and secondments.



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# Section 8 Environmental considerations in light of the MSCA Green Charter

[MSCA Green Charter](#) is a set of guiding principles that aim to raise awareness, encourage best practice, empower fellows

- How will the project reduce its the carbon footprint?
- How will the project increase the awareness on environmental issues, promote sustainable behaviours and policies?
  - Of the recruited researchers and organizations involved
- What do the institutions already do that will be capitalized on the project?
- How will the project adhere to the MSCA Green Charter during implementation
- Directly link to research and training



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<https://op.europa.eu/en/publication-detail/-/publication/2bffb0d9-9b3c-11eb-b85c-01aa75ed71a1/language-en>



# Section 9. Letters of Commitment

Requirement for partner organisations in a third country hosting the outgoing phase of a Global Fellowship

The letter must be up-to-date and on headed paper

It should confirm real and active participation in the proposed action

General guidelines are given

They can take time to get signed

**Failure to include a letter of commitment  
when required will make the proposal  
ineligible**



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Evaluators  
comments

Examples from ESR



# Evaluator Comments

## Strengths

- The proposed methodology and approaches are, overall, credible
- There is clear complementarity between the researcher and the supervisors
- hosting arrangements would ensure a good integration of the researcher within the host and partner institutions
- Qualifications and supervision experience of the supervisors are well evident.
- The researcher has relevant professional expertise
- The planned research and training activities will have a positive impact on the future long-term career prospects of the researcher
- The proposal outlines well the plans to engage with the broader public
- The person months are generally realistic within the proposal
- The proposal includes a suitable risk management plan and identifies contingency plans
- The proposal clearly presents the good support services provided by the host institution

## Weaknesses

- The Gantt chart is a weak representation of the work plan as it is not sufficiently detailed
- Gender aspects of the research approach are not convincingly demonstrated. The information provided regarding gender issues does not refer to clear provisions translated into concrete measures.
- The exploitation measures are partially insufficiently described in the proposal
- The progress monitoring mechanisms are not comprehensively elaborated
- The proposal does not adequately present the new knowledge that the researcher would acquire in terms of research skills
- The proposal insufficiently describes the integration of the researcher into the host institution and its international network
- The proposal does not provide sufficient detail of the second secondment institution and the necessary hosting arrangements
- The active contribution by the host institution to the proposed research is insufficiently discussed within the proposal
- The plan to publish several papers in high-ranking journals at the end of the fellowship is optimistic, but likely not realistic.





# Proposal Advice

## Key points

- Read all call documentation and the evaluation criteria
- Consider any relevant EU policy documents
- Make it easy for the evaluators to find the information
- Evaluators will be experts, but not necessarily in your exact area
- Use clear and concise language
- Explain country/research area specific jargon
- Include diagrams, images, tables if appropriate
- Set clear expectations
- Research previous and current projects
- Find colleagues to proof read drafts with the evaluation criteria
- The proposal will take time to write

# Attractive Working and Employment Conditions

## Good Research Environment

### Declaration on Sustainable Researcher Careers

A joint declaration on sustainable researcher careers

By Marie Curie Alumni Association (MCAA) and the European Council of Doctoral Candidates and Junior Researchers (Eurodoc)

### The European Charter for Researchers

Is a set of general principles and requirements which specifies the roles, responsibilities and entitlements of researchers as well as of employers and/or funders of researchers

### The Code of Conduct for Recruitment

Set of general principles and requirements that should be followed by employers and/or funders when appointing or recruiting researchers



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# MSCA Guidelines for Supervision

A non-exhaustive **list of recommendations**, complemented by other activities, that are expected to be implemented on a best-effort basis.

Emphasise the **importance of sufficient training** and professional development for supervisors

Emphasise the **need for transparent procedures** to facilitate conflict resolution in the event of disputes

**Direct references to MSCA Green Charter**



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<https://op.europa.eu/en/publication-detail/-/publication/bb02d56e-9b3c-11eb-b85c-01aa75ed71a1/language-en>



# MSCA Green Charter

## Set of guiding principles

Aim to raise awareness, encourage best practice, empower fellows

Sets out to **reduce the carbon footprint of MSCA projects**, increase **awareness** on environmental issues, **promote sustainable behaviours** and policies

**Will be reporting requirement but NOT part of evaluation criteria**

Will be supported by additional guidance material, case studies, tools and a dedicated FAQ



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<https://op.europa.eu/en/publication-detail/-/publication/2bfbb0d9-9b3c-11eb-b85c-01aa75ed71a1/language-en>





# Additional Resources

**UKRO Portal** <https://www.ukro.ac.uk/>

## **MSCA – How to Apply**

[https://rea.ec.europa.eu/funding-and-grants/horizon-europe-marie-sklodowska-curie-actions/horizon-europe-msca-how-apply\\_en#ecl-inpage-291](https://rea.ec.europa.eu/funding-and-grants/horizon-europe-marie-sklodowska-curie-actions/horizon-europe-msca-how-apply_en#ecl-inpage-291)

**MSCA-NET** [Handbooks \(2022\)](#), [Policy Briefs \(Open Science, Gender and EU Missions\)](#)

**Funding & Tender Opportunities Portal** <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home>

**Horizon Europe Strategic Plan** <https://op.europa.eu/en/web/eu-law-and-publications/publication-detail/-/publication/3c6ffd74-8ac3-11eb-b85c-01aa75ed71a1>

**Horizon Europe Programme Guide** [https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/guidance/programme-guide\\_horizon\\_en.pdf](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/guidance/programme-guide_horizon_en.pdf)

**Open Science Resources** [OpenScience.eu](#), [Open Science](#), [How to evaluate open science in Horizon Europe Proposals](#)

**Gender in Research Resources** [Genderaction.eu](#), [Gendered Innovations](#), [Gender in Research](#)



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# The Call Timeline

## [MSCA Postdoctoral Fellowships 2023 \(HORIZON-MSCA-2023-PF-01\)](#)

Action	Date
Invitation to Submit Proposal	12 April 2023
Deadline for Submission	13 September 2023 17:00 Brussels Time
Evaluation of Proposals	October - December 2023
Information on Outcome of Evaluations	February/March 2024
Indicative Date for Signing the Grant Agreement	April –May 2024
Prospective Start Date	May 2024 - September 2025



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***Make sure things are ready in good time and  
submitted well ahead of the deadline!***



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# Thank you

# Questions?



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