MARIE SKŁODOWSKA CURIE ACTIONS
Postdoctoral Fellowships – how to write project proposal

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University of Rijeka

Sandra Vidović
National Contact Point for Marie Skłodowska-Curie Actions
Agency for Mobility and EU Programmes

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What are your expectations from today's workshop?

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What is MSCA?

- Researchers' training, skills and career development (all stages of career)
- Excellent research in all domains(bottom-up)
- Attractive working and employment conditions
- International, intersectoral and interdisciplinary mobiliry
- Strong collaboration with industry and SMEs
- Structuring impact on organisations throuhg excellent docotal and postdoctoral programmes

Excellent Research

The two-way transfer of knowledge required by the call may allow the opening of new lines of research and the acquisition of new methodologies, techniques or skills.

Internationalization

Research groups without experience in EU programmes of R&D can internationalize their research lines, and gain experience in the management of this kind of project. Experienced groups can consolidate their internationalization by recruiting international talent.

Prestige

The MSCA-PF enjoy international prestige. Proposals that are well evaluated (≥ 85 score) and have not received funding are recognized for their quality through a seal of excellence. This distinction benefits both the fellow and the host group.

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Postdoctoral Fellowships

Researcher of any nationality

Enhance the creative and innovative potential of researchers holding a PhD (up to 8 years)

Advanced training, international, interdisciplinary and inter-sectoral mobility

Implementing excellent research projects across all sectors of research

European fellowships (up to 24 months)

Global fellowships (from 12 - 24 months) and reintegration phase (12 months)

Additional 6 months placement in non-academic sector

ERA fellowships for Widening countries

The supervisors

Appropriate level of supervision depends on the career stage of both parties, and the expectations of the project.

Main role

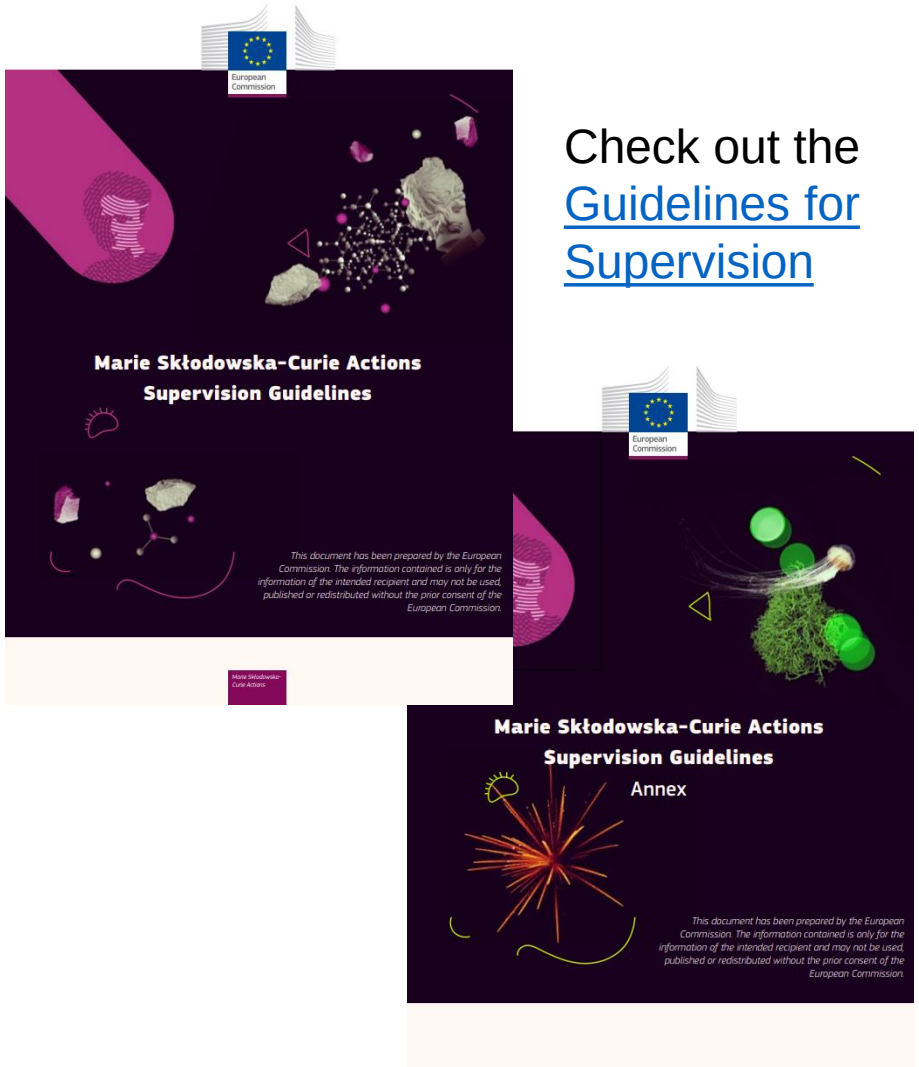
Research Guidance

Mentoring

Career Development

Integration

- **The best proposals are constructed where the Supervisor has an active role in their development!**
- For less experienced supervisors, highlight any **mentorship/ support** for the supervisor; justify their involvement
- Additional individuals can take on a mentor/co-supervisor role
- **Supervisor needs to be committed and involved for the full duration of the fellowship –evaluators must be convinced of this!**



Check out the Guidelines for Supervision

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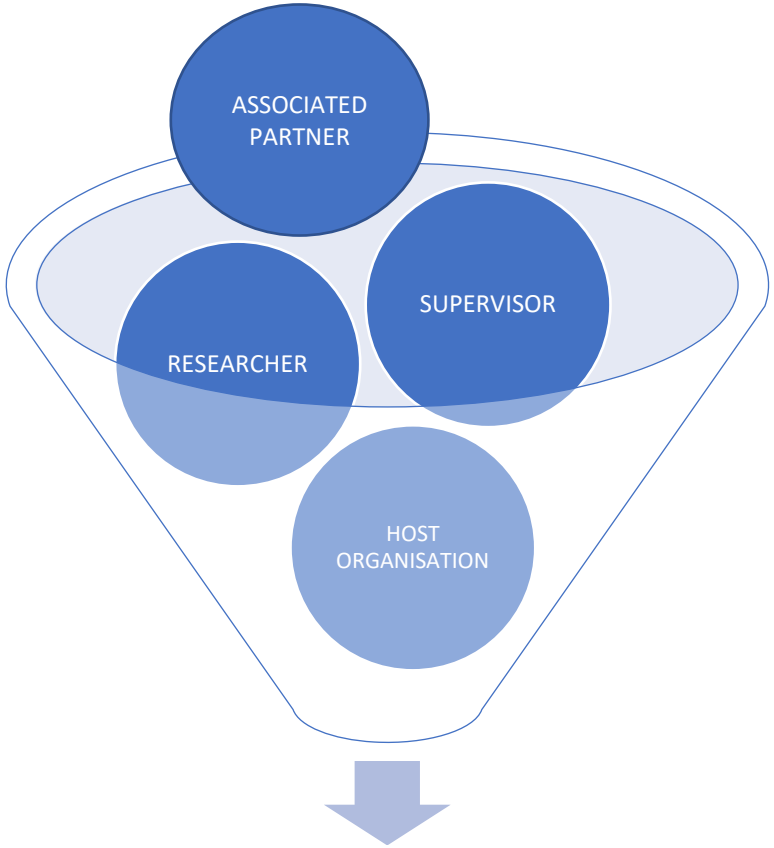
Role of the supervisors and host organisation in project preparation/implementation



In the proposal preparation phase, the supervisor has the obligation to provide the researcher with the necessary information to fill in the administrative form of the proposal, as well as to provide information on supervision arrangement and the proposed research taking place in the group.

In the implementation phase, the supervisor is monitoring the recruitment of the researcher, monitors project implementation, and quality controls of the deliverables as well as reports.

The Host Institution is responsible for the co-financing is needed within the project implementation (host's financial management office).

Ensure the supervisor and European Project Office participation in the project proposal, application and implementation process!

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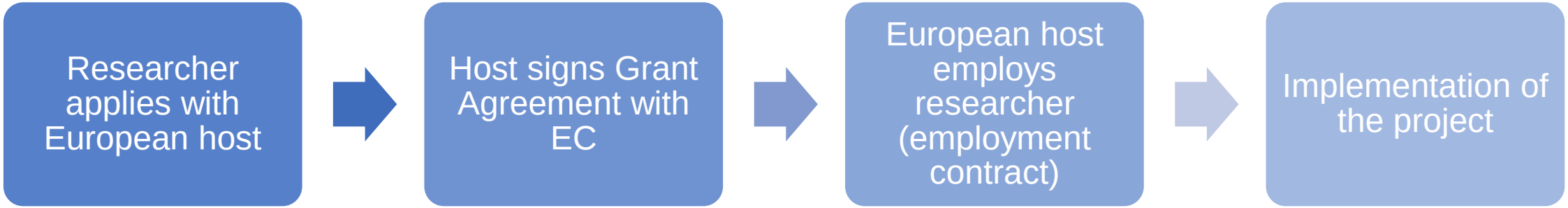
European Fellowships

- ✓ For the researchers coming to Europe from any country in the world or moving within Europe
- ✓ Duration **12-24 months**



Secondments:
- ✓ Can be in any organisation worldwide
- ✓ Up to 1/3 of the fellowship duration (any time during the project duration)
- ✓ Can be in any sector
- ✓ Can be a single period or divided into shorter mobility periods

Additional non-academic placement
- ✓ At the end of the fellowship
- ✓ up to 6 months in a non-academic EU MS/ HE AC organisation
- ✓ Promoting career moves between sectors and innovation and knowledge transfer

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Global Fellowships

- ✓ For the EU MS/ HE AC national or long-term residents who wish to conduct research with organisations outside EU MS or HE AC
- ✓ The associated partner hosting the outgoing phase must include a **letter of commitment** in the proposal to ensure their active participation in the action
- ✓ Duration **24 36 months** (12 - 24 of outgoing phase &12 months mandatory return phase in Europe)

Secondments:

- ✓ Up to 1/3 of the outgoing phase in TC (cannot be during the mandatory return phase)
- ✓ A maximum of 3 months can be spent at the start of the project at the beneficiary (or associated partners linked to the beneficiary)

Additional non-academic placement

- ✓ At the end of the fellowship
- ✓ up to 6 months in a non-academic EU MS/ HE AC organisation
- ✓ Promoting career moves between sectors and innovation and knowledge transfer

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Secondments, short stays & placements

Secondments (academic or non-academic)	Short Stays (academic or non-academic)	Non-academic Placements (NAPs)
Integral part of the proposal -must add significant value/impact to the fellowship. Will be assessed during evaluation, but organisation does not need to be named in the proposal.	Can be planned in advance, or in line with the research and training needs of the fellow.	Must be an integral part of the proposal and will be assessed during evaluation (part A).
Must be in line with the project objectives and training needs of the research.	Must be in line with the project objectives and training needs of the research.	Must have added-value for the project and career development of the researcher
Must have clear supervisory arrangements.	No defined supervisor arrangements.	Must have clear supervisory arrangements.

***** all are optional, and proposals will not be penalised for not including a secondment or non-academic placement

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Financial aspects

Contributions for recruited researchers (Per person-month)					Institutional unit contributions (Per person-month)	
Living allowance	Mobility allowance	Family allowance (if applicable)	Long-term leave allowance (if applicable)	Special needs allowance (if applicable)	Research, training and networking contribution	Management and indirect contribution
EUR 5 990	EUR 710	EUR 660	EUR 6 700 x % covered by the beneficiary	Requested unit[1] x (1/number of months)	EUR 1 000	EUR 650

Basic, **gross amount** paid to the researcher in monthly instalments.
- **Country correction coefficient** of the country in which the researcher will be recruited is applied.
- outgoing **GF phase includes CCC** in TC and return phase EU/AC

Mobility allowance: private mobility-related costs.

Family allowance: family obligations of the researcher are revised during the implementation of the project!

Long-term leave allowance: personal costs incurred by the beneficiary in case of researchers' leave (maternity, paternity, parental, sick or special leave) during the project life time.

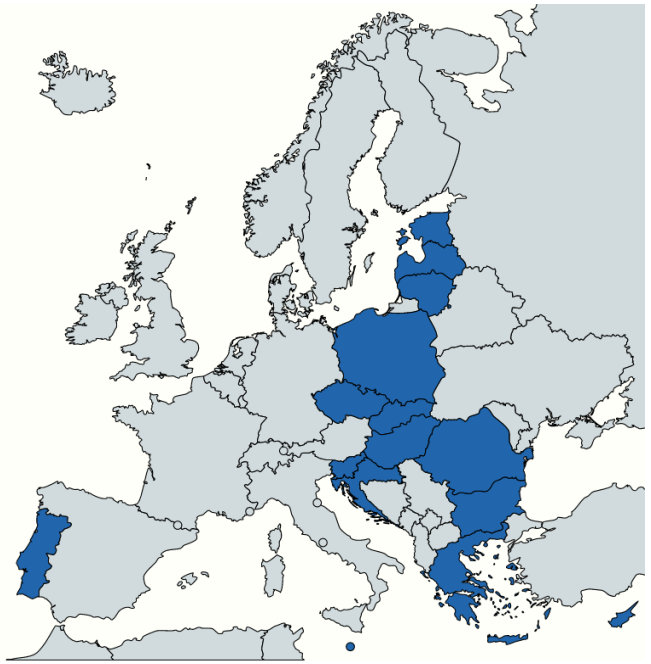
Special needs allowance: additional costs for special needs items or services for researchers with disabilities.

- Legal, financial and administrative costs of a beneficiary
- Preparation of the reports and other documents, etc.

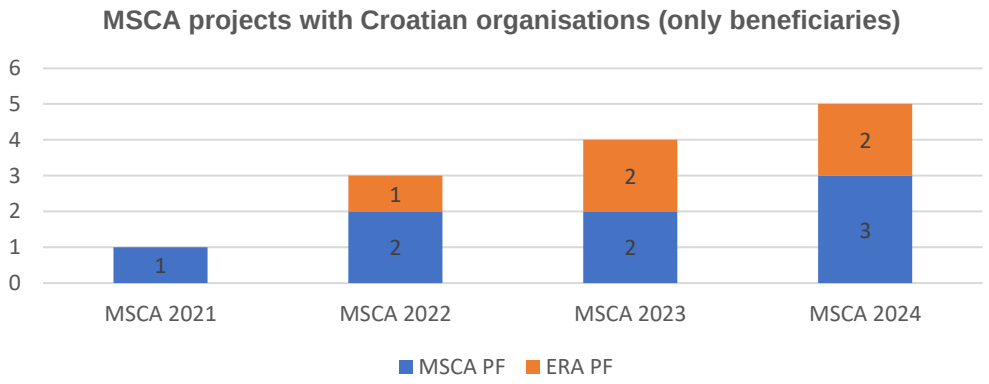
- Participation in conferences, trips related to the project, training, language courses, seminars, lab material, books, library records, publication costs
- Costs for research expenses
- Costs for visa-related fees and travel expenses
- Costs arising from secondments (e.g. travel costs, accommodation costs for optional secondments)

ERA Fellowships

- Funded by Widening Participation and Strengthening the European Research Area Work programme – budget 8 mil euros (funding around 50 projects)
- Foreseen for individual, trans-national fellowships awarded to researchers of any nationality, in Widening Countries
- The award criteria, scoring, threshold, and implementation for MSCA PF apply (MSCA PF Model grant agreement and unit costs)
- Applications to the call for MSCA Postdoctoral Fellowships, where the host organisation is located in a widening country and the proposal is not funded in the regular MSCA-PF call (passed threshold), will be automatically resubmitted in ERA fellowships
- Applicants who do not wish for this funding opportunity may opt-out during the application stage (Part A)



- Not MSCA fellowships (researchers don't get MSCA Certificate)



5 projects: around 470.000 euros

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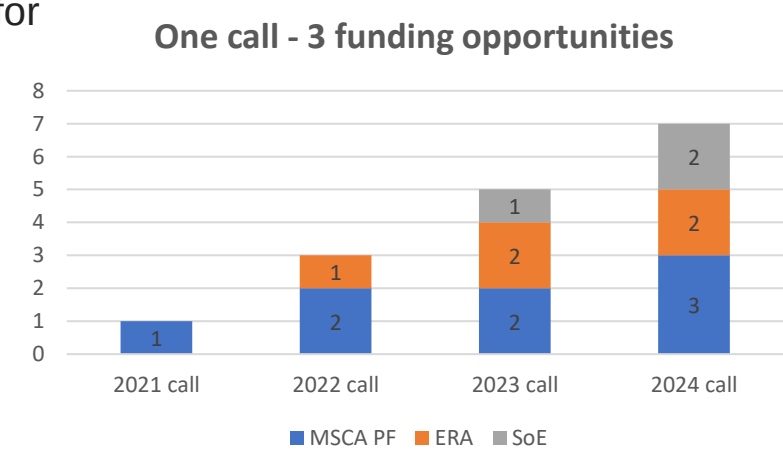
MSCA PF Seal of Excellence: DIGIT Project

- Funding through the DIGIT project (Loan between the Republic of Croatia – Ministry of Science, Education and Youth and the International Bank for Reconstruction and Development)
- The Seal of Excellence is awarded to project proposals submitted under the MSCA Postdoctoral Fellowships call that have achieved a high score (85% or more) in the evaluation but were not funded due to budget constraints.
- The applicant from the Republic of Croatia submits the application in the same form as submitted to the call for postdoctoral fellowships under the MSCA actions, for which they received the Seal of Excellence certificate.
- SoE call is **permanently open** until 31 December 2026, 16:00 or until all the available funds are allocated (2,5 mil euros)
- Activities that are eligible within the MSCA Postdoctoral Fellowships call are also eligible for funding under this sub-program.

Maximum amount of grants:

- European Postdoctoral Fellowships - **EUR 160,000** for a duration of 12 to 24 months.
- Global Postdoctoral Fellowships - **EUR 255,000** for a duration of 24 to 36 months.

Grants are awarded for lump-sum costs for living, mobility, research implementation, training and networking, project management, indirect costs, and host institution costs.



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MSCA Seal of Excellence

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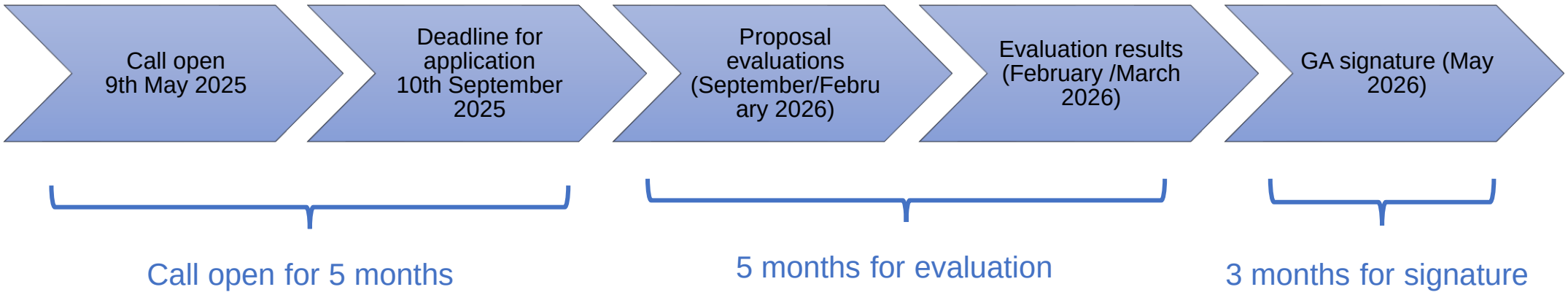
Postdoctoral Fellowships call timeline

Budget 404,29 mil EUR

Foreseen Timetable for the PF Call (~8 months time to grant)



Resubmission restrictions for the applications receiving a score below 70% in the 2024 call!

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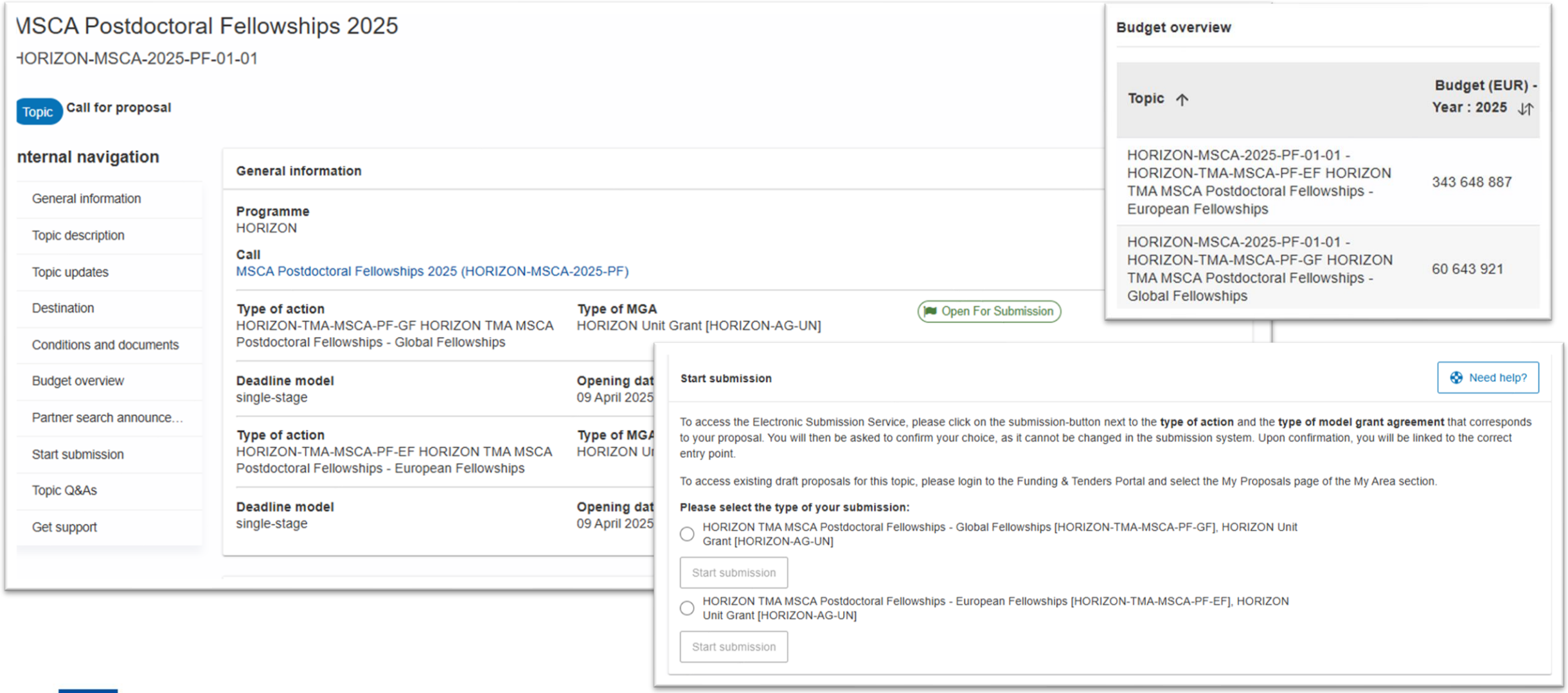
MSCA Postdoctoral Fellowships: How to apply

2025 Call page: [Funding & tender opportunities]



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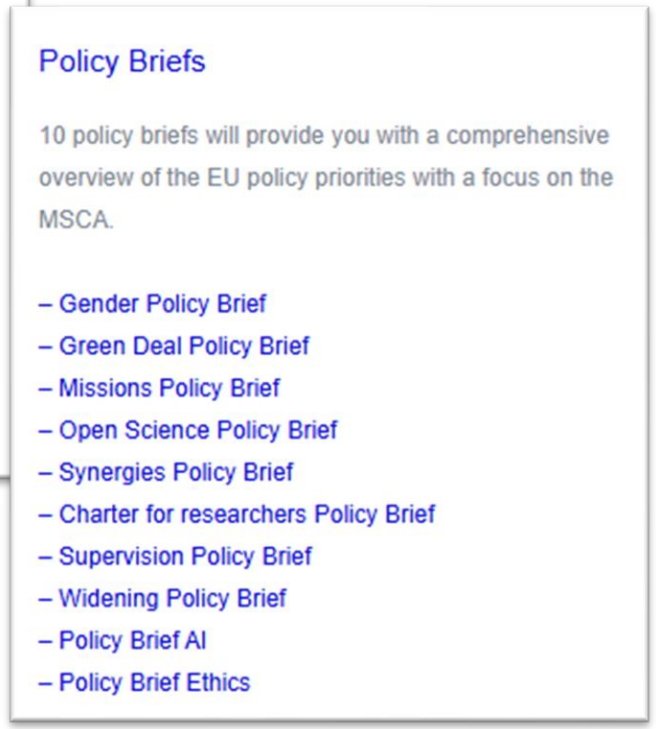
Call documents

Official documents:

- Postdoctoral Fellowships Guide for Applicants 2025
- MSCA Work Programme 2023 - 2025
- General annexes of the Work programme
- Proposal template 2025 and instructions on how to fill it in
- Common mistakes in MSCA-PF proposal submission
- MSCA specific evaluation forms used by the expert evaluators
- Guidelines on the calculation of 8-years research experience in Postdoctoral Fellowships under Horizon Europe
- Postdoctoral Fellowships Self-assessment tool for the calculation of the 8-years research experience

Unofficial documents:



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General tips

How to succeed

- Write more than a mere research project, think of it in terms of:

Opportunity to gain new knowledge by working on your own research project

- find a matching place and suitable supervisor(s)

Learning new skills for your future career:

- additional scientific skills
- transferable skills

Networking

- plan to expand your network for future collaborations

... scientific networking + public engagement

Communication & dissemination activities

- of research results in the scientific community
- raise awareness about your research among the general public

Mobility and knowledge transfer

- two-way knowledge transfer between researcher and host
- interdisciplinary and inter-sectoral knowledge

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Practical tips

- Start writing early enough - you will rewrite your proposal over and over
  - several months before the deadline
- Ensure cooperation with the supervisor/host institution
  - you will need a lot of information
- Make a checklist with all evaluation criteria
  - respond all of them diligently
- **Use the call-specific Standard application form - available in the Submission System**
- Let others (non-experts as well) read your proposal
  - they must at least get a clue what your proposal is all about
  - test your proposal with different audiences – colleagues, collaborators, your future supervisor and perhaps some of his colleagues, project office at your host institute
- Get proofreading help from MSCA NCP ☺

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MSCA PF proposal structure

Part A - administrative forms

are filled *on-line Funding&Tenders*

General Information about the Proposal including Abstract (max. 2 000 characters), Administrative data on participating organisations, Budget, Ethics issues table, Call specific questions

Part B1 - the proposal, max 10 pages (PDF uploaded)

#Excellence

#Impact

#Implementation, incl. Gantt Chart

- 10 pages total
- No section page limit
- excess pages will automatically be disregarded

Part B2 - no page limit, PDF uploaded

#CV of the Researcher

#Capacities of the Participating Organisations

#Letter of Commitment of Partner Organisations → GF

No overall page limit applied

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Summary / Abstract

- The abstract and **keywords** are used to select the evaluators.
- It should **sell** your project and be understandable to the **generalist**
- It should communicate the **importance, impact and timeliness** of the project and also convince the evaluator that **you** should be funded to carry it out.
- It should NOT be the usual scientific abstract.
- Max. 2000 characters including spaces
- Main elements:
  - 1-2 sentences that put your project into context
  - Your objective
  - Background information on the state of the art
  - Specific aims and details of your project plan
- See ideas of existing projects in CORDIS

THE ACRONYM

- The acronym will be on your proposal and you will talk about it – so keep it pronouncable, short and catchy
- Check if it doesn't have a **'double meaning'** in English, your mother tongue or the country of the host institution
- Check if there isn't already a company/project under that name http://acronymcreator.net/

HORIZON 2020

Dynamics of Cadmium concentrations in Leaves in response to a challenging Environment

Fact Sheet

Objective

Metal hyperaccumulator plants accumulate extraordinarily high concentrations of toxic metals in their leaves. The large within-population variation in the extent of hyperaccumulation of some metals in the field remains unexplained. Is this an acclimation, and to which environmental factor? Or is it a result of evolutionary adaptation, and what selects for it? To answer these questions, the applicant will employ results from a large field survey of Arabidopsis halleri, a model species capable of hyperaccumulating cadmium (Cd), published by the host group. The researcher will monitor dynamics of leaf Cd accumulation in the A. halleri populations exhibiting the largest intra-population variation in this trait in the field. In individuals contrasting for the degree of Cd accumulation, the researcher will quantify the response to herbivore attack, as well as the genetic contribution for leaf Cd accumulation. High-quality research in the host laboratory (Ruhr University Bochum, DE) and knowledge on soil-plant-insect interaction will enhance EU scientific excellence. The researcher will engage in collaboration with a secondment (Bielefeld University, DE) for scientific exchange and the synergic transfer of high-quality complementary scientific and methodological expertise, thus strengthening EU internationally leading position in toxic metal ecology. Expected results will enable best protocols for plant-based clean-up (phytoremediation) of metal-contaminated soils that are unsafe for agriculture and a significant issue in the EU. This project will delineate the inter-disciplinary independent career of the researcher, enhance his knowledge and provide personalised training in state-of-the-art research methodology. He will participate in management and group meetings and train students for skills and knowledge transfer. Scientific publications for experts, as well as seminars, articles, a web video and social e-media for the public will efficiently disseminate the results.

Project information

DyCLE

Grant agreement ID: 845234

Status
Grant agreement signed

Start date	End date
1 September 2019	**31 August 2021**

Funded under:
H2020-EU.1.3.2.

Overall budget:
€ 174 806,40

EU contribution
€ 174 806,40

Coordinated by:
RUHR-UNIVERSITAET BOCHUM
Germany

Metal hyperaccumulator plants accumulate extraordinarily high concentrations of toxic metals in their leaves. The large within-population variation in the extent of hyperaccumulation of some metals in the field remains unexplained. Is this an acclimation, and to which environmental factor? Or is it a result of evolutionary adaptation, and what selects for it? To answer these questions, the applicant will employ results from a large field survey of Arabidopsis halleri, a model species capable of hyperaccumulating cadmium (Cd), published by the host group. The researcher will monitor dynamics of leaf Cd accumulation in the A. halleri populations exhibiting the largest intra-population variation in this trait in the field. In individuals contrasting for the degree of Cd accumulation, the researcher will quantify the response to herbivore attack, as well as the genetic contribution for leaf Cd accumulation. High-quality research in the host laboratory (Ruhr University Bochum, DE) and knowledge on soil-plant-insect interaction will enhance EU scientific excellence. The researcher will engage in collaboration with a secondment (Bielefeld University, DE) for scientific exchange and the synergic transfer of high-quality complementary scientific and methodological expertise, thus strengthening EU internationally leading position in toxic metal ecology. Expected results will enable best protocols for plant-based clean-up (phytoremediation) of metal-contaminated soils that are unsafe for agriculture and a significant issue in the EU. This project will delineate the inter-disciplinary independent career of the researcher, enhance his knowledge and provide personalised training in state-of-the-art research methodology. He will participate in management and group meetings and train students for skills and knowledge transfer. Scientific publications for experts, as well as seminars, articles, a web video and social e-media for the public will efficiently disseminate the results.

STATE OF THE ART

WHAT ARE YOUR QUESTIONS ANT WHAT WILL YOU DO

BENEFITS TO THE SCIENCE AND EU

BENEFITS TO YOU AND HOW WILL YOU DISSEMINATE AND COMMUNICATE SCIENCE AND RESULTS

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Common mistakes in PF Proposal Submission

- Wrong type of action was encoded: Global Fellowship instead of European Fellowship or vice versa.
- Associated partner for an outgoing phase of a Global Fellowship not located in a third country (TC), but in an HE associated country.
- Wrong applicant organisation declared: outgoing phase host or affiliation of researcher at time of application (different from the real future host organisation).
- Researcher and supervisor must NOT be the same person.
- Missing abstract, panel and keywords.
- Wrongly encoded non-academic placements i.e. encoded non-academic placement (NAP) which were in fact secondments/short visits.
- Wrongly encoded outgoing/return phase institutions.
- Several applications submitted with warnings not addressed.
- Most of the inconsistencies identified related to participating organizations, proposal duration, and budget.
- Identified common mistakes in the budget part of the proposal: wrong encoded nations, duration of different phases, wrong country correction coefficient, etc.

Common mistakes in MSCA-PF proposal submission

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Part B of project proposal

- The **page size is A4**, and all margins (top, bottom, left, right) should be at least **15 mm** (not including any footers or headers).
- The reference font for the body text of proposals is **Times New Roman** (Windows platforms), **Times/Times New Roman** (Apple platforms) or **Nimbus Roman** No. 9 L (Linux distributions).
- **The minimum font size allowed is 11 points**. Standard character spacing and a minimum of single line spacing is to be used. This applies to the body text, including text in tables.
- Use charts, diagrams, text boxes, figures to explain aspects of the project. Do not just use blocks of text. Don't forget to add serial numbers and titles to the charts/ diagrams/ figures/ text boxes.
- Font size for the text in the Gantt chart can be a minimum of 8.
- **Literature references in footnotes can be font size 8.**
- Avoid hyperlinks to information that is designed to expand the proposal. Evaluators will be instructed to ignore them- instead place the relevant information into your text.

EXCELLENCE (50%)
Quality and pertinence of the project's **research and innovation objectives** (and the extent to which they are ambitious, and go beyond the **state of the art)**
Soundness of the proposed **methodology** (including **interdisciplinary approaches**, consideration of the **gender dimension and other diversity aspects** if relevant for the research project, and the quality and appropriateness of **open science** practices)
Quality of the **supervision, training** and of the **two-way transfer of knowledge** between the researcher and the host
Quality and appropriateness of the **researcher's professional experience,** competences and skills

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B.1.1 Quality and pertinence of the project's research and innovation objectives (and the extent to which they are ambitious, and go beyond the state of the art)

- **Introduction and state-of-the-art:**
  - Do not write an abstract; write an introduction.
  - Explain the research context of your project and introduce your project's subject - explain the importance of the research being carried out and how it addresses a challenge/priority at a global/European level - end with a (bolded) statement on how the project is progressing SOA
  - Break SoA into separate short paragraphs - each one focused and related to a specific objective of the project
  - Outline the current level of knowledge and highlight how the project will progress research beyond SOA
  - If there is SOA work being carried out by your supervisor or by you, then mention this here (as it demonstrates your excellence and adequacy to carry out the research).
- **Objectives** (i.e. research goals) **and overview of the action** (Research work packages should be mentioned):
  - Describe your research goals and how they are embedded into your work plan - Specific research objectives (ROS) of the project
  - Number the objectives O1, O2, O3 ect. and connect the with the research WP
  - Are they **SMART** – Specific, measurable, achievable, relevant and timely?
- **Originality and innovative aspects of the research programme**
  - How does the research project contribute to the advancement of the field?
  - New analysis, concepts, methods that will be implemented; collaboration with non-academic sector…
  - Use words like "novel", "innovative", "first-time", "advance", "inter-/multidisciplinary"

- write in a style that is accessible to the non-experts
- use figures/charts/ tables/diagrams

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B.1.2 Soundness of the proposed methodology (including interdisciplinary approaches, consideration of the gender dimension and other diversity aspects if relevant for the research project, and the quality and appropriateness of open science practices)

- **Research methodology and approach:** highlight the type of research and innovation activities proposed and connect them distinctively to your objectives
- Describe how the research will be carried out
- Highlight the experiments, techniques and equipment that will be used (novel way)
- Each method/step described connects with the relevant WP (in brackets) and objectives
- If there will be new analysis/ concept/ methods planned, mention and highlight (bold).
- Mention any foreseen critical methodological challenges and how you intend to overcome them.

- **Interdisciplinary aspects of the action** (if relevant)
- The term discipline refers to the first level of MSCA keywords.
- Demonstrate how the research will go beyond the discipline that is strictly yours
- Highlight the key interdisciplinary aspects of your proposal (integration of information, data, techniques, tools, perspectives, concepts or theories from two or more scientific disciplines)
- Clearly explain how the different disciplines will be brought together (integrated) to achieve the research objectives.

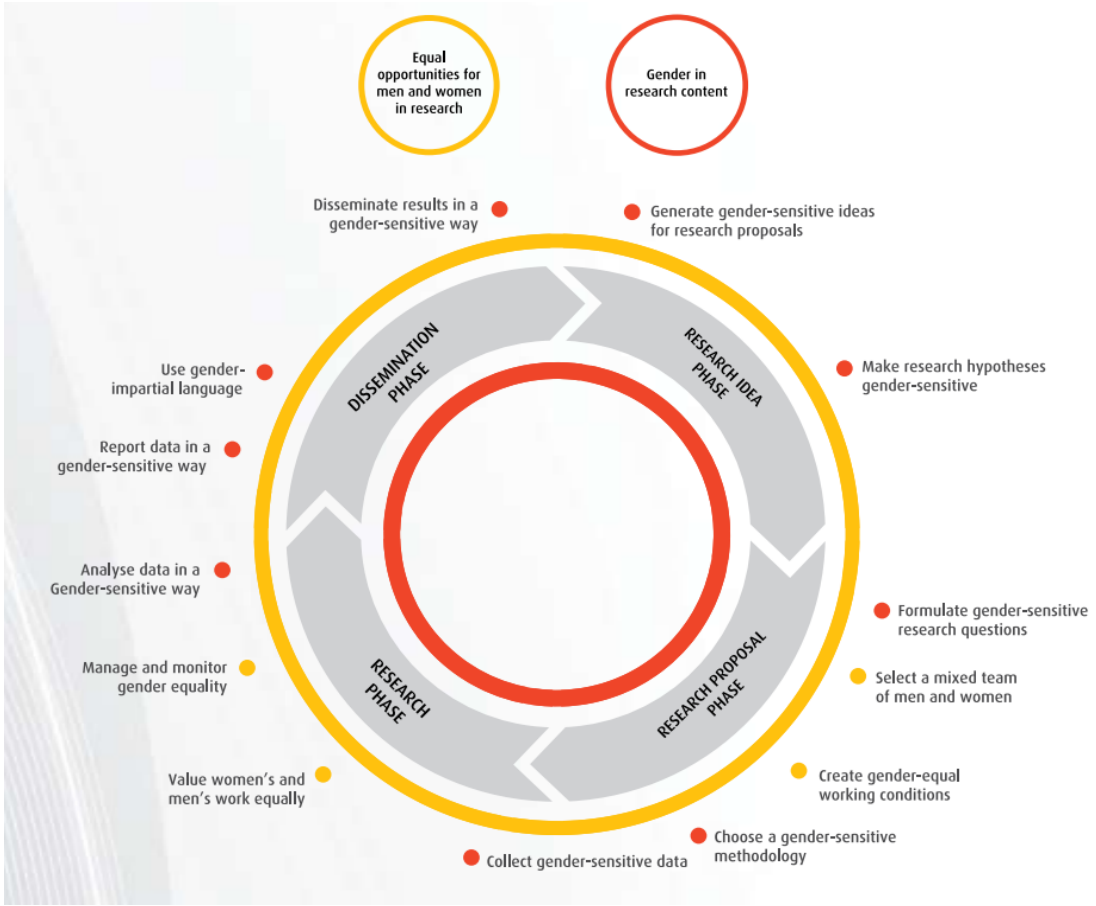
If **secondment/ short visit/non-academic placement** is included – describe why they are needed (use of the equipment, access to data…)

Use graphics to illustrate the methodological approach

Gender dimension

Think about:

- Are gender norms embedded in the concepts, theories and models used by your research field? If so, how do these gender norms/assumptions influence the research area?
- How do gender and interconnected social categorizations, such as race, class etc. shape your research question and desired outcomes?
- Do the chosen methodology(ies) ensure that gender, and other connected social characterizations, are considered and investigated?
- Have you explained the project's approach to gender and intersectionality throughout the research life cycle?
- Have you explained how including sex and gender findings will increase the quality of the research and enhance the impact and relevance of the results?



Video "Understanding gender dimension for MSCA projects"

https://docs.wixstatic.com/ugd/17c073_22d7b327acc8434a91dbceba1898e7d2.pdf

Gender as an evaluation tiebreaker:

As outlined in the 'MSCA 2023-2025 Work Programme' the ***gender balance will be considered for equally ranked proposals during the evaluation process.***

If a distinction between equally proposals still cannot made, there will be ***further prioritization based on gender dimansion and other diversity aspects of the research activities.***

Tip:
read Policy brief on Gender Policy:
https://msca-net.eu/wp-content/uploads/2023/04/Task-3.6-Gender_Policy_Brief.pdf

Open Science

The EU's Open Science Policy encapsulates 8 ambitions:

1. **Open dana -** FAIR and open data sharing should become the default for the results of EU-funded scientific research
2. **European Open Science Cloud** (EOSC) a trusted, virtual, federated environment to store, share, process, and reuse research objects
3. **New generation metrics** that complement the conventional indicators for research quality & impact, and better recognise open science practices.
4. **Open Access -** all peer-reviewed publications should be made freely available
5. **Rewards -** OA practices to be recognised by research career systems
6. **Research integrity & reproducibility of scientific results**
7. **Education and skills -** all researchers should have the necessary open science skills.
8. **Citizen science -** citizens should be recognised as producer of knowledge.

- **Immediate open access through trusted repository** (at the latest at the time of publication)
- Providing OA to peer-reviewed publications is mandatory in HE (when peer-reviewed publications are produced).
- Beneficiaries/authors must retain sufficient IPR to comply with their OA requirements
- Only publication fees (if any) in full open access venues for **peer-reviewed scientific publications are eligible for reimbursement**.
- Open access to research data '**as open as possible as closed as necessary**', i.e. there can be exceptions to open access to research data.

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Open Science

Open Science Practice		Mandatory	Recommended
Early and open sharing of research	• Preregistration, registered reports, preprints, etc.		Yes
Research output management	• Data management plan (DMP)	Yes	
Ensure **reproducibility** of research outputs	• Information on outputs /tools/instruments and access to data/results for validation or publications	Yes	
Open access to research outputs through deposition in trusted repositories	• Open access to publications • Open access to data • Open access to software, models, algorithms, workflows, etc.	Yes, for peer-reviewed publications and research data ('as open as possible as closed as necessary')	Yes, for other research outputs
Participate in **open peer-review**	• Publish in open peer-reviewed journals or platforms		Yes
Involving all relevant **knowledge actors**	• Involve citizens, civil society, and end-users in co-creation of content (e.g. crowd-sourcing, etc.)		Yes

Tip:
read Policy brief on Open Science:
https://msca-net.eu/wp-content/uploads/2023/04/Task-3.6-Open_science_Brief.pdf

Open Science

Describe how **appropriate open science practice** are implemented as an integral part of the proposed methodology

- ✓ You will have to provide **concrete information on how you plan to comply with the mandatory open science practices**
- ✓ You need to show how OS **implementation is adapted to the nature of your work,** therefore increasing the chances of the project delivering on its objectives
- ➢ Recommendation that you provide OA to research outputs beyond publications and data (software tools, models, apps, etc.) and share them as early and openly as possible – providing guidance for potentially interested users

Data management plan as deliverable!

Think about:

- Using **open knowledge sources**, e.g., open data, open publications, samples etc.
- **Early and open sharing** of research e.g., pre-registration, registration of reports, pre-prints, crowdsourcing etc.
- Providing **open access** to all research results and outputs including software, models, algorithms, and workflows
- Participating in **open peer review**
- **Involving** all **relevant knowledge actors** including citizens, civil society, and end users in the co-creation of research and innovation agendas and contents (such as citizen science)
- Using **appropriate licenses** to support reusability of data and other outputs such as Creative commons, Open data Commons etc.

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Adressing Research data management and management of other research outputs

Research data management (RDM) is the process within the research lifecycle that includes the data collection or acquisition, organisation, curation, storage, (long-term) preservation, security, quality assurance, allocation of persistent identifiers (PIDs), provision of metadata in line with disciplinary requirements, licencing, and rules and procedures for sharing of data.

RDM is an essential element in any project that generates, collects or re-uses data.

Showing best practice in RDM - for example, provisions need to be in place to ensure that data is managed responsibly (e.g. the right venue is chosen for deposition, adequate are issued, legal provisions such as General Data Protection Regulation (GDPR) are respected, etc).

If using European Open Science Cloud (EOSC) federated repositories, you should explicitly discuss the use of such repositories in your proposals.

Further, data management **should be in line with the FAIR principles**, to ensure that researchers can find, access and re-use each other's data, maximising the effectiveness and reproducibility of the research undertaken.

RDM, in line with the FAIR principles is a **requirement that should be carried out regardless of whether the data generated and re-used in the project** is intended to be openly accessible, or if access restrictions are foreseen.

FAIR data is not equivalent to open data (publicly available to everyone to access and reuse). **Data can, and should be FAIR even when access is restricted.**

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B.1.3 Quality of the supervision, training and of the two-way transfer of knowledge between the researcher and the host

Supervision (subsection)

- Qualifications and experience of the supervisor(s) - Guidelines on Supervision
- Track record (academic positions – short)
- Level of experience on the proposed research topic
- How many publications (number) + most important journals?
  H-Index? Any major patents? Projects?
- Major international collaborations + renowned prices/awards/grants
- How many PhD students/postdocs so far? → "success stories" - are they in leading positions now?

Be very brief with all relevant information – you can provide more information in the capacity table (B2.5 section)

Co-supervisors – can be the member of the same team of the main supervisor, or a different field if it's an interdisciplinary project
Co-supervision is encouraged, but the respective roles of both supervisors should be clearly defined and complementary.

Role of the supervisor in **Career development plan**
- Mention review of CDP every 6 months, meeting schedlues, meetings, open door policy

Integration of the researcher to new research environment (international research group, collaboration opportunities, technical support)

Explain the value of the supervisor during the secondments, non-academic placement and the supervisor during the outgoing phase of the Global fellowship (if applicable)

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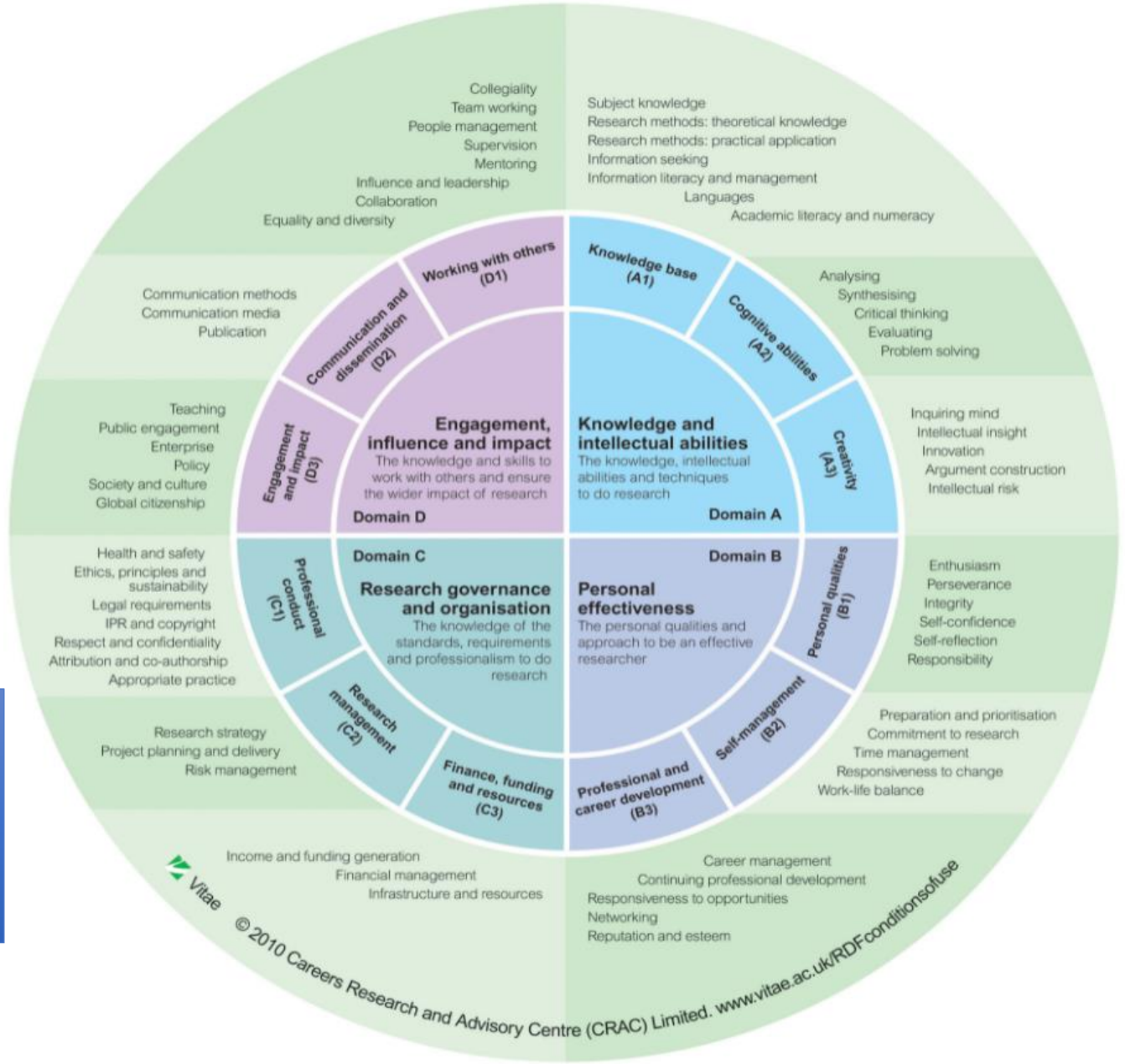
Vitae researcher delopment Framework

Career development plan (researchers training and career needs)

- Have a idea of how you wand your career to develop
- Identify the weakness in your current abilities – find host trainings and opportunities that will fit your needs



TODAY
Skill set
Strenghts
Weaknesses
Experience
network

MSCA

CAREER PLAN – WHAT WILL YOU NEED TO GET THE JOB YOU WANT
Skill set
Experience
Network

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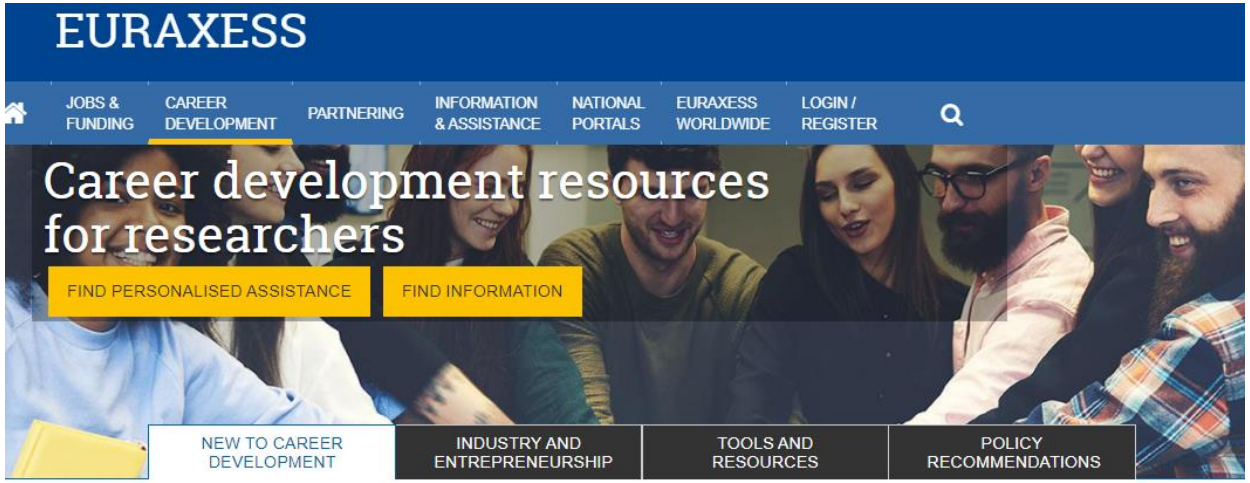
EURAXESS Career development tools



⟨ BACK TO CAREER DEVELOPMENT

Career Orientation Tool

The "No limits" toolkit for researchers highlights resources to help you explore careers for researchers, including advice, quizzes, information and much more.

Find out your needs, values and motivations and plan your development.

ACCESS THE TOOL

https://euraxess.ec.europa.eu/career-development/researchers

Research Promotion Foundation

The document was prepared in the framework of the EURAXESS TOPIII project (Gr. No: 665934), funded by the EC under the Horizon 2020 programme

euraxess RESEARCHERS IN MOTION

https://euraxess.ec.europa.eu/sites/default/files/euraxess_career_handbook.pdf

EUROPEAN UNION

Erasmus+ | European Solidarity Corps | Horizon Europe

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Self-assesment tools

DOING RESEARCH

1. Have disciplinary expertise

Demonstrate deep knowledge and complex understanding of a specific research area, including responsible research, research ethics and integrity principles, privacy and GDPR requirements, related to research activities within a specific discipline.

FOUNDATIONAL	INTERMEDIATE	ADVANCED	EXPERT
• Understands key concepts and relevant knowledge of own research area. • Keeps track of the latest advances within related fields. • Is familiar with RRI (Responsible Research and Innovation) and ethical requisites to develop research in own discipline. • Need guidance to implement GDPR and privacy requirements.	• Makes original contributions to own research area. • Supports awareness of societal, political, ethical, and integrity related aspects of knowledge creation in own research area. • Includes GDPR and privacy requirements in own research activity.	• Brings new knowledge to own and related disciplines and is aware of its impact on society. • Influences national and international policies related to ethics and integrity in own research area.	• Contributes with, and has a deep understanding of, novel developments in own and related research areas, pursuing whenever appropriate an interdisciplinary approach. • Influences national and international policies related to ethics and integrity in research.

https://research-and-innovation.ec.europa.eu/system/files/2023-04/ec_rtd_research-competence-presentation.pdf

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Self-assesment tools

MAKING AN IMPACT

4. Communicate to the broad public

Communicate about scientific findings to a non-scientific audience, including the general public. Tailor the communication of scientific concepts, debates, findings to the audience, using a variety of methods to different target groups, including visual presentations and various forms of written, spoken and digital communication.

FOUNDATIONAL	INTERMEDIATE	ADVANCED	EXPERT
• Understands and appreciates the value of engaging with the public. • Listens with attention and speaks with intention. • Knows the basics of non-scientific argumentation and the differences between scientific and non-scientific arguments. • Presents own research at small-scale events.	• Recognises the mutual benefit of public engagement in research. • Contributes to promoting the public understanding of own research area. • Knows how to present the value of own research and the evidence it is based on, to a non-scientific audience.	• Creates a climate where public engagement activity is valued. • Leads major public engagement projects. • Contributes to shaping the public's conception of own research area. • Uses different communication forms tailored for different audiences.	• Gives strategic support for the setup of public engagement campaigns • Occupies specific public engagement post(s) or personal chair. • Is renowned for communicating scientific concepts in a clear, charismatic, and attractive manner, using appealing communication tools for the target audience

https://research-and-innovation.ec.europa.eu/system/files/2023-04/ec_rtd_research-competence-presentation.pdf

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Self-assesment tools

SELF-MANAGEMENT

1. Manage personal professional development

Take responsibility for lifelong learning and continuous professional development. Engage in learning to support and update professional competence and develop personal skills. Identify priority areas for professional development based on reflection about own practice and through contact with peers and stakeholders. Pursue a cycle of self-improvement and develop credible career plans.

FOUNDATIONAL	INTERMEDIATE	ADVANCED	EXPERT
• Actively seeks mentoring for career progression and employability development. • Maintains own records of achievements and experiences. • Develops personal skills and skills aligned with employers' requirements.	• Initiates networks and relationships important to career development. • Actively pursues self and career improvement, and seeks others' advice on this. • Strategically develops both personal and career-oriented skills.	• Coaches others in academic career development. • Uses networks to further the career of others. • Purposefully develops professional and personal skills for self and others.	• Networks in support of the professional development of less experienced researchers at the department • Paves the road for successors and the continuation of research in priority areas. • Is known as a reference point in relation to expanding lifelong learning and continuous professional development.

https://research-and-innovation.ec.europa.eu/system/files/2023-04/ec_rtd_research-competence-presentation.pdf

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Training (subsection)

- How will the researcher acquire new scientific skills and transferable skills?
- Relevance and quality of the additional scientific and transferable skills training
- Developing TS through project (financial management of the project, IPR issues, project management, time management, communication and dissemination…)
- **Global Fellowship:** How will the newly acquired skills be transferred back to the European host institution?
- **Intersectoral – interdisciplinary training** during the secondment (why, when, what knowledge)

Scientific skills

- Which new techniques and methods will be acquired?
- How will they be acquired? Through research or through specific courses?
- Training on “Research integrity“, “big data/open science“, digital techniques, tools, new techniques

Transferable skills

- Teaching as well as tutoring/mentoring of students and doctoral candidates (→ leadership/communication skills)
- Project/Financial/Organisational Management (project planning, organisation of a conference)
- Development and organisation of follow-up projects (fundraising, proposal writing)
- Acquisition/Development of abilities in working in an international environment (communication, building networks)
- Business thinking (through your own project)
- Handling IPR, training in patent law, course in gender awareness

Transfer of knowledge (subsection)

- Two way transfer of knowledge between the researcher and host organisation
- What new knowledge researcher will gain during the fellowship and how it will be acquired (staff development programmes, workshops, seminars, online courses, internal meetings,)
- Outline previously acquired knowledge and skills that the researcher will transfer to organisation
- Transfer of special scientific (unique) expertise to the host organisation via teaching and mentoring undergraduates and PhD students
- Providing new network opportunities for the host institution
- Global fellowships: also describe the transfer with the host of the outgoing phase

Use table /graphics to describe TOK

Table example:
- Specific research skills to be transferred
- Audience of the host (students, other team members)
- How it will be transferred
- Benefit to the host

Non academic placement (subsection)

- Acquire management and leadership skills – you will need them in your non-academic future and as an independent and mature researcher
- Highlight intersectoral – interdisciplinary training during the placement/secondment – why is it important, when will it be planned and what knowledge will be acquired
- Testing technological development during fellowship

Remember – this is not only for the industry and entrepreneurship – could be public bodies (decision making bodies as well as NGOs)!

What to consider:

- Adjust training and transfer of knowledge to **the specific needs** of the researcher and the host organisation
- **“Doing more with less“** - concentrate on a few training activities you really need instead of trying to be trained in everything → unrealistic

- **Acquire management and leadership skills** → you will need them in your (non-)academic future as an independent and mature researcher

- Why is the host institution the **perfect match** regarding your accumulated (scientific and transferable) needs?

- How can your expertise promote the host institution?

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B.1.4 Quality and appropriateness of the researcher's professional experience, competences and skills

Researchers should demonstrate how their existing professional experience, talent and the proposed research will contribute to their development as independent/mature researchers

- Research experience and results
- International publications (first authorships/single authorships)
- Experience in project implementation/management
- Fellowships/awards
- Experience in supervision/teaching
- Experience in the industrial sector
- International collaborations

Explain why:

- Your scientific background is unique
- You have excellent potential
- You are perfectly able to carry out the project
- You would greatly benefit from this project

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WHY ARE YOU THE BEST PERSON TO DO THIS PROJECT TO ACHIEVE RESARCH RESULTS AND YOUR CAREER GOALS

Self-description:

- Do not be too modest (but stay authentic), your competitors are not modest either
- Describe your individual achievements and potential

Example:

- 7 publications so far → 4 more during the fellowship
- xy international cooperation projects so far → new networks
- No supervision/mentoring/tutoring so far → will gain first experience in this field
- Some experience/skills in organisational/project management → will gain new skills (which are necessary for the next step – in 2.1)

Your CV
(in Part B2)
- will be reviewed to confirm the information given in section 1.4

Excellence: exercise

- Think about your objectives and connect them with the methodology and work packages
- Think how you will achieve transfer of knowledge from you to your host organisation – what specific skills should be transferred, how you will transfer them and who will be the audience of the host organisation (who will receive new knowledge)
- What specific training can you attend at the host organisation?

Share your thoughts!

Reviewer feedback: lessons from past Evaluation Summary Reports

FIG 6: MSCA PF 2022 EXCELLENCE – WEAKNESSES

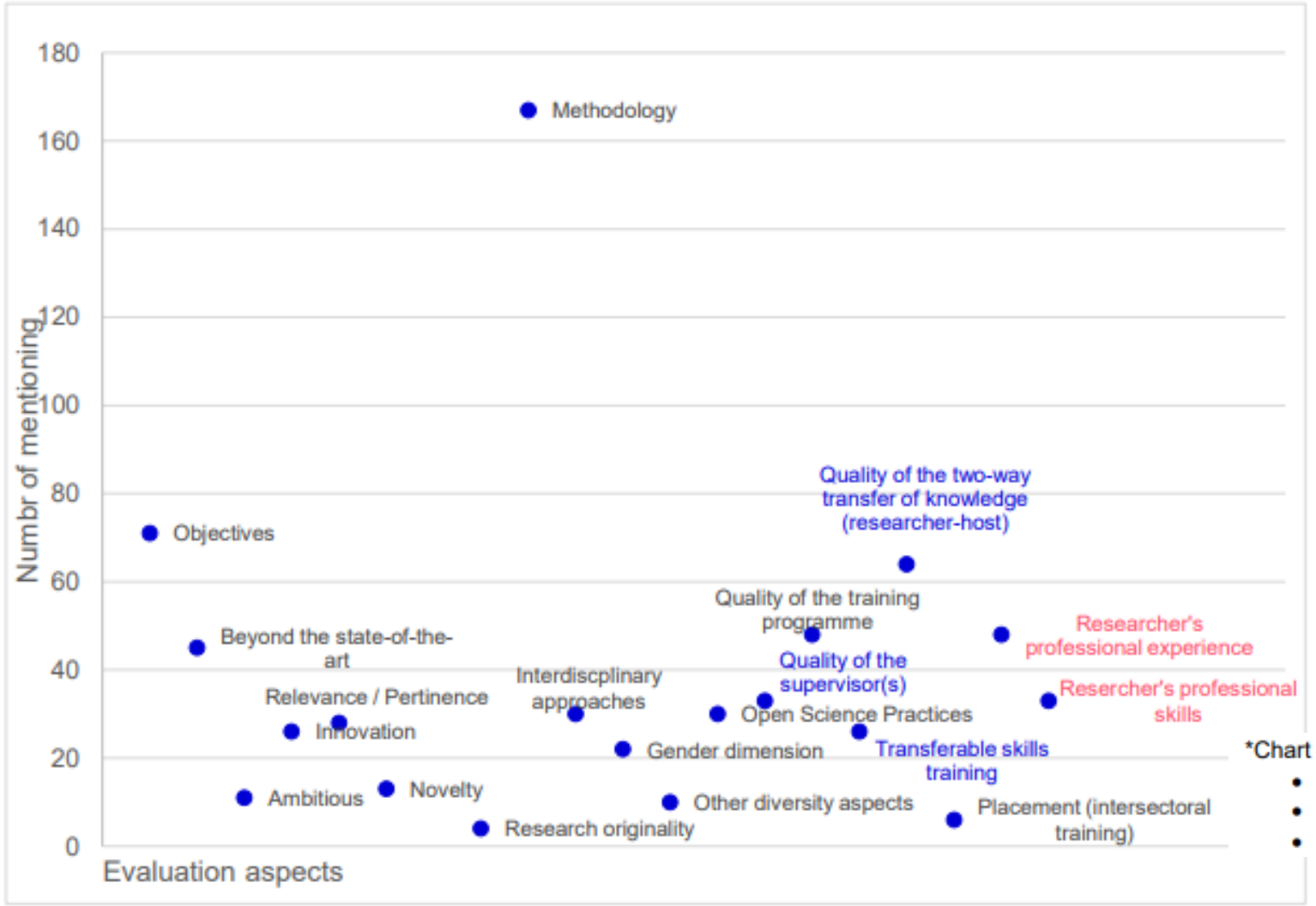

*Chart colour coding of evaluation aspects:

- Black font is related to the scientific quality
- Blue font is related to the supervision quality
- Red font is related to the researcher's professional compliance

'In the framework of the MSCA-NET network we have analysed the ESRs and herewith the outcomes are presented.'

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FIG 1: MSCA PF 2022 TOP 5 WEAKNESSES IN EXCELLENCE

Methodology	*Not adequately addressed/ is not convincingly discussed / not clearly described/ not explained in sufficient detail;* ***Aspects:*** *the methodological concepts; the critical methodological challenges, the description of key methodological aspects, the selection of methodology, etc.*
Objectives	*Insufficiently detailed/ not clearly presented;* ***Aspects:*** *overly ambitious and unrealistic, unclear and lack specificity, and are not supported by measurable indicators; the specific objectives do not clearly address the main problem to be resolved, etc.*
Quality of the two-way transfer of knowledge	*Not entirely clear/ not discussed in sufficient detail;* ***Aspects:*** *transfer of unique competences of the researcher to the host; the expertise of the researcher already present at the host; complementarity of the transferred knowledge, etc.*
Quality of the training programme	*Not sufficiently detailed, insufficient, not presented, not clear, not sufficiently specified, described in too general terms, fails to convincingly address; not detailed; insufficiently demonstrated.* ***Aspects:*** *scientific training, formal training, transfer of knowledge, post-doc courses, training value of discussions with the supervisor, casual interactions with team, quality of the training, training activities (including project management, digital and networking, organisation, communication skills, leadership key transferable skills), specific training programmes, relevant courses or workshops, frequency and exact nature of training activities and their relevance, etc.*
Researcher's professional experience	*Not fully convincing; not sufficiently detailed/demonstrated; unclear; limited experience,* *Aspects: track and publication record (suitable balanced, limited in relation to level of experience); writing skills; CV, independence and professional maturity; previous research on topic; presentations at international conferences;*

'In the framework of the MSCA-NET network we have analysed the ESRs and herewith the outcomes are presented.'

IMPACT (30%)
Credibility of the measures to enhance the **career perspectives and employability** of the researcher and contribution to his/her skills development
Suitability and quality of the measures to maximise expected outcomes and impacts, as set out in the **dissemination and exploitation** plan, including **communication** activities
The magnitude and importance of the project's contribution to the expected **scientific, societal and economic impacts**

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B.2.1 Credibility of the measures to enhance the career perspectives and employability of the researcher and contribution to his/her skills development

Explanation of how the research and training activities (incl. secondments/placement) make a positive impact on the researcher´s career (after the fellowship)

- How will this project improve your career?
- **What are the career goals** (Tenure track position, initiating a new laboratory, becoming a pioneer researcher, a new position in industry, ERC application….)
- Focus on how the **new competences and skills can make the researcher more successful** in long-term inside/outside academia – give specific examples
- **Describe impact of the collaborations made during the fellowship** – higher impact and RI output

Impact on personal skill development

Now you are at 80% → the MSC-PF gives you the missing 20%

- You will be integrated into existing European and international networks of the host institution and also have created your own (transnational) networks
- You will apply the project management experience in the future
- You will apply the leadership skills you learnt through the supervision of undergraduates and PhD students in the future
- You will be able to work in an international and interdisciplinary research environment

Expected **skill development** of the researcher.
Expected impact of the proposed **research and training activities** on the researcher's career perspectives **inside and/or outside academia**.

B.2.2 Suitability and quality of the measures to maximise expected outcomes and impacts, as set out in the **dissemination and exploitation plan, including communication** activities

- How will research results be **transferred to potential users, scientists, society**?
- Description of how the new knowledge will be **disseminated and exploited**, and what the potential impact is expected to be.
- Summary of each dissemination activity with specific & realistic details - **using tables**:
  - Conferences, industry events, journal publications, workshops, social media, tradeshows, book chapter etc.
- Who are the **target audiences** and who will be interested in the results described and why?

Summarise each dissemination/communication activity with specific & realistic details, using a table

Activity	Target audience	When	Where	Key Indicators (KPI)
Conference (provide the full name)	List the target audience that will participate to the conference	Estimated month of project when it will take place (M12, M14…)	If known at the time of the project proposal application	Number of atttendees, etc.

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Communication and public engagement

- About the project and results
- Starts at the beginning of the project
- Multiple audiences (general public/society)
- Inform and reach out to society, show the benefits of research
- General media, social media, different type of events, popular science publications

Dissemination and exploitation

- About results only
- When results are available and after the end of the project
- Potential professionals that may use the results in their own work (scientific communtiy, stakeholders, policy makers, industry, etc)
- Enable use and uptake of results
- Publications, conference presentations…

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Any activity should be included in WP table and Gantt Chart (implementaion)

Dissemination:

Identify your target groups (not just the scientific community) it can be:

- Policy makers,
- Think tanks,
- Special interest groups,
- Expert groups (clinicians, companies…)
- NGOs etc.

BE SPECIFIC
GIVE EXAMPLES

Measures to reach your target groups (examples):

- Invite them to a talk
- Arrange a special section for them when organising a conference/workshop
- Explain why your results will be of interest to them

<u>Dissemination via journals</u>:
explicitly name the journals, do not just write "high impact journals/most renowned journals"

<u>Dissemination via conferences:</u>
explicitly name the conferences you are going to attend, do not just write "the results will be presented at the international conferences of the field"

Mention open access when you publish/submitt – although it is mandatory in MSCA anyway, it is good to mention that there will be open access **<u>but →</u>** do not only aim for publications in free open access journals! **Publication fees can be paid with the institutional unit contributions**

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Exploitation of results and intellectual property:

- What is the benefit of exploiting results? **How will the results of the project be exploited**?
- Description of **the potential exploitation methods** of your project results that will be used and the impact of the method on the target user/society/industry
- Applicability and commercialisation of the research results (**product, new techniques/methods**)
- If not applicable directly: give a prospect how your results may be applicable in the long-term (pure research is seldom applicable immediately)
- Mention possible patents
- IPR must always be respected: **refer to IP Department of your institution, refer to the partnership agreement and the IP Guidelines**

MSCA – IP relevant characteristics

- Intersectoral exchange – academic/non-academic (i.e. SMEs) – Different IP policies/interests; Publication vs. Exploitation
- International dimension EU-MS/AC vs. Third Countries – Different IP laws/regulations
- Joint research and innovation activities between the participants- Exchange and sharing of knowledge (IP); joint protection and exploitation of results
- Secondments of research and innovation staff (exchanges) focusing on the exploitation of complementary competences of the participants – Granting access to background/results for/by "Visitors"

BE SPECIFIC
GIVE KPIs

Communication:

The **project must reach a broad public** (the tax payers, who, in fact, finance your research), not only a broad scientific community.

Describe the targeted audience and what are the key messages to the different audiences

Adequate measures to reach this goal are (examples):

- Collaborations with schools
- Participation in Girls‘ Day/Boys‘ Day or similar events → especially in STEM
- Open Lab Days, participation in science nights (MSCA Researchers‘ Night)
- Participation in scientific events, e.g. science slams
- Interviews with newspapers, articles in local press or articles in popular science magazines
- Blogs, vlogs, brochures, e-newsletter
- Public lectures (can be in the context of conferences)
- Apply for “MSCA fellow of the week“ on Facebook (https://www.facebook.com/Marie.Curie.Actions) and make use of social media (Youtube, X, Linkedin, blog, etc.)
- Website: make sure it is linked to other websites to generate enough visitors (e.g. your university’s/ institute’s website and their **social media channels)**

- The activities must be credible and, at best, match your own experience as well as existing activities of the host organisation
- Always refer to the support of the institution‘s **Press Office and Event Office** and their contacts to the media etc.
- **Explain why you chose the communication measure**: Do not just write you will participate in the Girls‘ Day – you will participate because one cannot start early enough to try to raise curiosity for research (pupils) and, in this special case, to attract women for science (as they are underrepresented in e.g. Physics)

For additional support in communication, dissemination and exploitation activities, use services by the EC:

- **Open Research Europe** for rapid and transparent publishing.
- **Horizon Results Platform** a repository results of EU-funded research and innovation projects.
- **Horizon Results Booster** support services to boost the exploitation potential of your research results.
- **Innovation Radar** to identify high potential innovations.
- **HS Booster** – Standardisation support for research and innovation projects (Horizon 2020, Horizon Europe and Digital Europe projects)

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Communication and dissemination in project lifecycle

Project proposal

- ✓ Think about the DE plan
- ✓ Identify the role of each partner
- ✓ Who will be in charge for the DE
- ✓ Make a structure of DE plan

Define key message

Defined target audience → **Why is it relevant?** → What is their knowledge?

What do you want them to do? → **What are their benefits?** → Key message

Project implementation

start — First results — end

Communciation of project and results

Dissemination of the results

Exploatation of the results

Communication and dissemination plan – regular updating

End of the project

- ✓ Further research activities,
- ✓ Developing, creating or marketing a product or process
- ✓ Creating or providing a services…

Informing about project

Newsletter, press release, project factsheet, brochures, Social media (blogs, Twitter, Facebook, LinkedIn, YouTube…

Informing about results

Project website, Videos, interviews, articles in magazines, exhibitions/ open days/guided visits Conference presentations

Making results available for use

Scientific publications, policy brief/roadmap, Training/workshops/ demonstrations Sharing results on online repository

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B 2.3 The magnitude and importance of the project's contribution to the expected scientific, societal and economic impacts

Public engagement:

- Demonstrate how the planned public engagement activities to create awareness of the performed research.
- Demonstrate how both the research and results will be made known to the public in such a way they can be understood by non-specialists

Impact on ERA:

- Your research is beneficial for Europe, strengthening its world-leading position in your field of research (if Europe holds this position now), or
- Your research will help to reduce or close the gap to e.g. the USA/Asia (if they are currently leading)
- And: the new networks will be sustainable and contribute to European researcher's mobility in the future

- ✓ how will our knowledge be advanced by this project
- ✓ how can it be relevant to the diverse stakeholder communities, policy-making, industry etc.

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Key impact pathways

Scientific impact

1. Creating high-quality new knowledge
2. Strengthening human capital in research and innovation
3. Fostering diffusion of knowledge and open source

e.g. contributing to specific scientific advances, across and within disciplines, creating new knowledge, reinforcing scientific equipment and instruments, and computing systems (i.e. research infrastructures);

Economic/ technological impact

1. Generating innovation-based growth
2. Creating more and better jobs
3. Leveraging investment in research and innovation

e.g. bringing new products, services, and business processes to the market, increasing efficiency, decreasing costs, increasing profits, contributing to standards setting, etc.

Societal impact

1. Addressing EU policy priorities and global challenges through research and innovation
2. Delivering benefits and impact through research and innovation missions
3. Strengthening the uptake of research and innovation in society

e.g. decreasing CO2 emissions, decreasing avoidable mortality, improving policies and decision-making, raising consumer awareness

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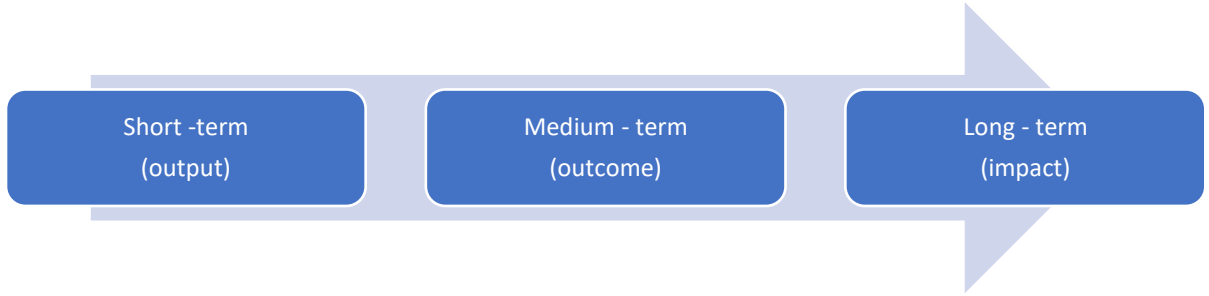
- The concept of key pathways to impact could be discussed in proportion of the project and in very general terms in a proposal.
- In that respect proposals might have only one, two or all of these three elements (scientific, economic, social), depending on:
  - the type of project (different disciplines and different areas can have different impacts e.g., fundamental or applied research)
  - the type of expected results
  - the scientific area or sub-area

If quantification of impacts is not possible, you can just describe potential impact in the application. **It's important that the impacts should be in line with the scale of the project**



High-quality new knowledge	**Number of peer-reviewed scientific publications**	**Citation index of peer reviewed publications resulting from the Programme**	**Number and share of peer reviewed publications from projects that are core contribution to scientific fields**
Addressing EU-policy priorities	Number and share of outputs aimed at addressing specific and identified EU policy priorities and global challenges	Number and share of innovations and scientific results	Aggregated effects from use of funded results, including contribution to policy making cycle
Innovation-based growth	Number of innovative products, processes of methods and IPR applications	Number of innovations including awarded IPRs	Creation, growths and market shares of companies having developed innovations
Example	Successful demonstration trial with 3 airports of an advanced forecasting system for proactive airport passenger flow management	At least 9 European airports adopt the advanced forecasting system that was demonstrated during the project	15% increase of maximum passenger capacity in European airports

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- Remind the evaluator the **importance of your research in addressing a challenge/priority at a European/Global level**:
  - UN Sustainable Development Goals
  - Green Deal, MSCA Green Charter
  - Horizon Europe Missions
- Embed your project into those overarching goals – how do they contribute? At a very small scale is perfectly fine
- Demonstrate that you do not only know about the MSCA, but about the EU strategies

How your results can feed back to policy making and how it contributes to EU priorities?

Policy Briefs on MSCA relevant topics

Green Deal Policy Brief

Missions

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European Commission

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JRC KnowSDGs Platform

KnowSDGs (Knowledge base for the Sustainable Development Goals) is a web platform that **provides tools and organises knowledge** on policies, indicators, methods and data to support the evidence-based implementation of the SDGs.

Integration of SDGs in impact assesment of the project proposals

https://knowsdgs.jrc.ec.europa.eu/

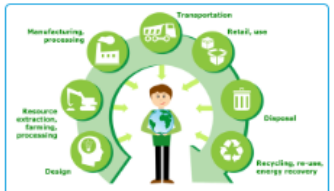
SDG POLICY MAPPING


SDG MAPPER TOOL


EC MODELS FOR SDGs


SDG INTERLINKAGES


ENABLINGSDGS TOOL


CONSUMER FOOTPRINT CALCULATOR


LOCALISING SDGs


SMART SPECIALISATION FOR SDGs

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JRC Knowledge Centres

Their job is to inform policy-makers in a transparent, tailored and concise manner about **the status and findings of the latest scientific evidence** – one stop shop!

- Knowledge Centre for Biodiversity
- Knowledge Centre for Bioeconomy
- Knowledge Centre on Cancer
- Disaster Risk Management Knowledge Centre
- Knowledge Centre on Earth Observation
- Knowledge Centre for Food Fraud and Quality
- Knowledge Centre for Global Food and Nutrition Security
- Knowledge Centre on Migration and Demography
- Knowledge Centre for Territorial Policies

AGENCY FOR MOBILITY AND EU PROGRAMMES

JRC
10 Tips for researchers: How to achieve impact on policy

Top tips for researchers and research organisations aiming to achieve policy impact, based on our practice at the science-policy interface.

https://knowledge4policy.ec.europa.eu/publication/10-tips-researchers-how-achieve-impact-policy_en

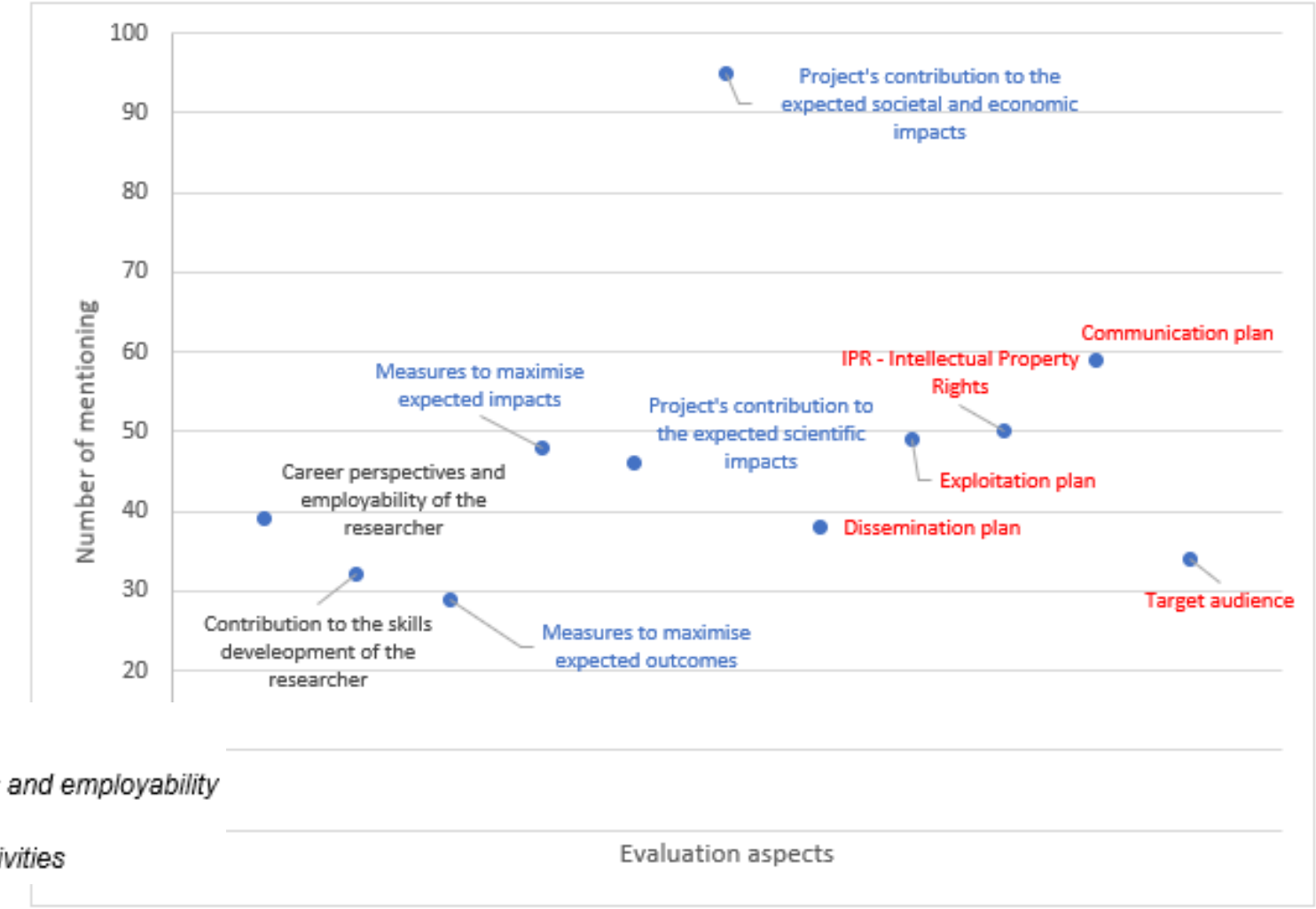
Impact: exercise

- Think about which communication activities you can plan.
- Does your research have a potential social and economic impact? If yes, which one?

Share your thoughts!

Reviewer feedback: lessons from past Evaluation Summary Reports

FIG 14: MSCA PF 2022 IMPACT – WEAKNESSES



*Colour code of evaluation aspects:

- *Black font is related to researcher's career perspectives and employability*
- *Blue font is related to advancement of scientific fields*
- *Red font is related to dissemination/ communication activities*

'In the framework of the MSCA-NET network we have analysed the ESRs and herewith the outcomes are presented.'

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FIG 2: MSCA PF 2022 TOP 5 WEAKNESSES IN IMPACT:

Project's contribution to the expected societal and economic impacts	*Not sufficiently addressed/ justified in the proposal; superficially addressed/considered; not sufficient evidence on impact; not fully explored; elaborated in a generic manner with insufficient details.* ***Aspects:*** *expected results, economic relevance; magnitude and importance of the economic and social impacts; quantified scale of the proposal's economic impact; impact of industry is underestimated, etc.*
Communication plan	*Too limited in scope and reach; not sufficiently/convincingly/ clearly/detailed described; limited and not properly described; not sufficiently elaborated; not persuasive; lack focus.* ***Aspects:*** *public outreach activities; structured communication/outreach plan; main messages; objectives of public engagements; tools and channels; webpage and social media; target audience (including beyond scientific community; stakeholders, policy makers); level of involvement of the researcher, etc.*
IPR – intellectual property rights	*Not given sufficient consideration/detail; insufficiently specified; lacks a clear identification of the strategy; not sufficiently taken into account; not been thoroughly considered; not very convincing.* ***Aspects:*** *managing intellectual property; protection measures; plans for licensing; specific actions of patent office; experimental data from the secondment partner, etc.*
Exploitation	*Not explicitly address; not sufficiently described/ addressed; too generally presented; inappropriate level of vagueness and generality; not adequately addressed; insufficiently discussed;* ***Aspects:*** *key target group; expected scholarly outcomes; exploitable results; exploitation plans and measures; involving industrial partners and stakeholders; limited to journals; data sharing; potential for development of technology; exploitation measures are appropriate but overambitious; key exploitable results and their potential valorisation channels, etc.*
Measures to maximise expected impacts	*Not appropriately explained or detailed; undermined in the proposal; not properly taken in account; not convincingly considered; not been appropriately quantified; not elaborated convincingly and in sufficient detail; re very generic, insufficiently outlined, unconvincing;* ***Aspects****: impact of project results beyond its immediate scope and duration; magnitude of some expected impacts; magnitude of the impact on different communities; non-academic perspectives; credible quantified contribution; quantifiable estimation; overestimated from a clinical and scientific point of view; regional limitation, etc.*

Implementation (20%)
Quality and effectiveness of the **work plan,** assessment of **risks** and **appropriateness of the effort** assigned to work packages
Quality and capacity of the **host institutions and participating organisations,** including **hosting arrangements**

B.3.1 Quality and effectiveness of the work plan, assessment of risks and appropriateness of the effort assigned to work packages

- Shortly describe each work package (research work packages should have been described in the Excellence chapter in more detail) with its corresponding **deliverables and milestones** (and the secondment/ placement, if applicable) → in running text, marked (D1.1, D1.2 …, M1.1 …) – you do not have to use tables
- There is no need for a detailed work plan for the non-academic placement, but it must be mentioned in the Gantt chart and noted, where relevant, in the research work packages.

- Explain why the number of person-months planned and requested for the researcher (and corresponding to the project duration) is appropriate to the proposed activities – don't have to repeat yourself
  - Refer to your tasks in the WPs
  - How the WP, their timing and the workload make sense
  - How much of your working time will you spend on each WP? (rough estimate)? Do you have overlaping research WPs?
  - Why is the length of the fellowship is appropriate to complete all the work
  - Is the fixed budget sufficient for your activities? If now, where will the rest come from?

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Each Work Package should contain:
WP number
start & end month
if realized outside the main host, remind where (secondment or TC host)

Tasks: These are the steps/events/tasks you will carry to complete WPs (T1.1, T1.2)

Deliverables: Distinct output of the WP (report, data analysis, article, document, prototype, software etc.). There could be different versions of deliverables

Milestones: These are control points to help with progress and allow progression to the next stage of the project (completion of data analysis, development of career development plan)

There should be at most **6 work packages**

2-3 research work packages only!

These can run sequentially or concurrently and can be interconnected.

Ensure they are in line with details provided in 1.1 research objectives and methodology.

WP for Management

Meetings with supervisor(s), and standard reports to EU (financial and technical reports at end of fellowship).

WP for Training and Transfer of Knowledge

Tasks/events should match the details in 1.2.

WP Dissemination/Exploitation, Communication/Public Engagement

Tasks/events should match the details in 2.2 and 2.3.

This is why it is important to have specific examples of dissemination & communication activities rather than listing general examples.

Gantt chart (not more than 1/3 or 1/2 page)

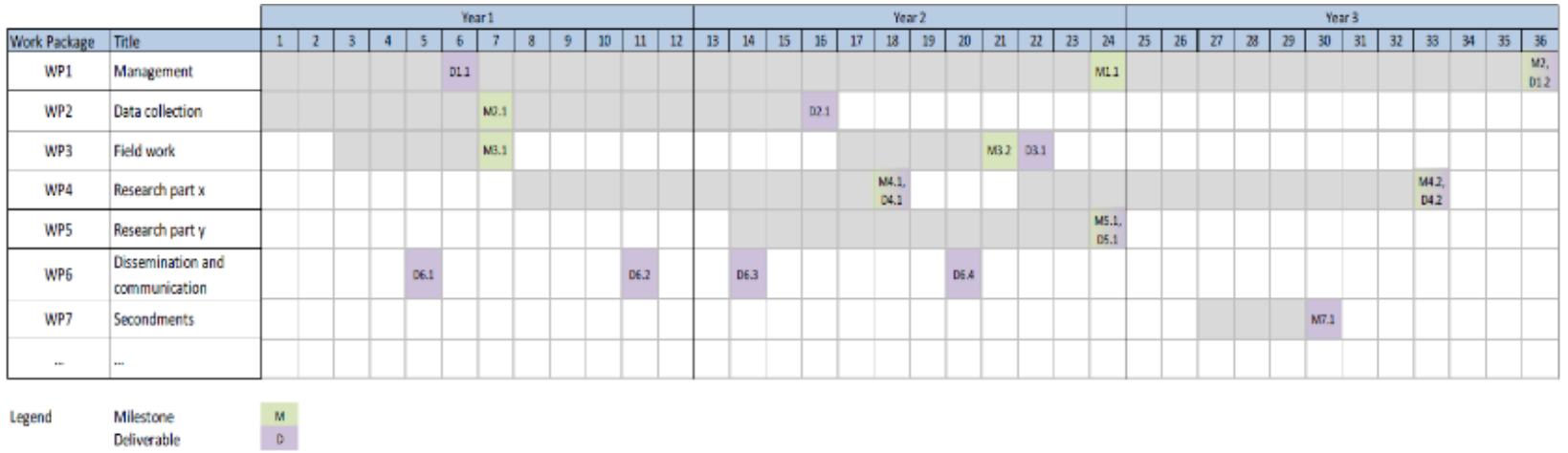
You do not have to use the one from the Guide for Applicants, this is just an example; put it in grouped style according to the text

A Gantt chart must be included in the text listing the following:

- Work Packages titles (there should be at least 1 WP);
- Indication of major deliverables, if applicable;
- Indication of major milestones, if applicable;
- Secondments and non-academic placement, if applicable;
- Planning for dissemination, exploitation and communication activities (unless included in a dedicated WP).

Deliverables:

- **Mobility declaration** submitted within 20 days of the start
- **Career development plan** not later than 6 months after its start
- **Evaluation questionnaire** completed by the recruited researcher
- **Data management plan** submitted within the first 6 months of the project;
- **Plan for the dissemination and exploitation** of results submitted towards the end of the project



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Assessment of risks

- Describe **mechanisms** in place to **assess and mitigate risks** (of research &/or administrative nature)
  - Explain how the research, training, career planning will be monitored and how the quality of deliverables will be assured

REMEMBER:
If no risks and corresponding alternative strategies are mentioned, it is considered a major weakness.

1. Identify the risks

Identify **specific risks (scientific and non-scientific)** that could **delay** the progress of deliverables (e.g., delayed start, supervisor leaving the project, equipment failure, insignificant results, risks associated with dissemination, exploitation, and communication, and risks associated with managerial and institutional support, etc.)

2. Asses the risks

With the description of risk, **include the likelihood of each risk** (low, medium, high) and **connect them with relevant WP**

3. Contingency plan

Set mitigation measures (what will you do to minimise the likelihood of risks) and include **contingency plans** (what to do/how will you deal with the consequences).

4. Milestones

Major scientific risks are linked to milestones in your work plan

You can present risks in a table

Risk	Level	WP number	Contingency measures

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B.3.2 Quality and capacity of the host institutions and participating organisations, including hosting arrangements

- Describe the research group(s)/environment as a whole (various disciplines, opportunities to collaborate during the fellowship, number of people in the research group, technical support etc.).
- Describe you will have access to infrastructure, logistics, and facilities necessary for the good implementation of the action (also for participatin organisations – secondment and NAP):
  - Describe the workplace offered by the institution (main equipment)
  - Describe the key facilities (laboratories, libraries, access to how many e-journals etc.) necessary for your project
  - You can refer to B2- Section 5 where there are further details on infrastructure.

For Global Fellowship:

- Specify the practical arrangements in place at your host organisation in the third country to host a researcher coming from another country (visa process etc.).
- Explain the integration into the research team/environment.
- Incoming phase (return to European host): specify the measures planned for the successful (re)integration of the researcher.

Progress monitoring & management structures
Explain how the research, training, career planning will be monitored (refer back to 1.2).

How will supervisors support the project progress (explain meeting schedule).

Supervisor(s) and the researcher are the main managers – assisted by the host organisation(s) structures.

MSCA Supervision guidelines - collection of best practices

- Explain clearly how you will be integrated into this research group(s)/environment and the wider host institution(s) – internal meetings, introduction days, social activities, refer back to training courses that are offered etc. - be specific and show clear plans

- Include any support from HR services (hosting agreement, work contract, familiarisation with internal procedures) and EURAXESS centre (if applicable) assisting you with reallocation to the host country and research environment.

- If applicable, indicate if your host organisation is involved in the HRS4R process (HR Excellence in Research label) or has signed European Charter for Researchers

Hosting arrangements

- Further members of the research group
- Further chairs/working groups at the institution
- Interdisciplinary discourse at the institutions – collective colloquia?
- Integration into (inter-)national networks

In case of a **Global Fellowship**: explain the practical issues and the help by the Welcome Centre/International Office

Mention the Welcome Centre/International Office that will support in:

- Finding accomodation,
- Dealing with public authorities
- Insurances,
- Organisation of events for incoming fellows etc.,

Mention the Career Centre (or other departments that offer the training courses) and that the host is a family-friendly employer (childcare etc.)

Euraxess Service Centre at organisation/Country

AGENCY FOR MOBILITY AND EU PROGRAMMES

EURAXESS SLOVAKIA: Talent Circulation Platform designed for Institutions

Slovakia

Home | News | Jobs & Funding | Career Development | Information & Assistance | Research in Slovakia | Slovak Network | National Portals

You are here: Home > Talent Circulation Platform for Institutions > Institutional Approaches to Fostering Welcoming Environment for Researchers

Institutional Approaches to Fostering Welcoming Environment for Researchers

Institutions and (re)integration of researchers

Effective integration of researchers within institutions is paramount for establishing a vibrant academic landscape that promotes innovation and collaboration. Providing comprehensive support to incoming PhD students and academics also enhances their contributions and helps institutions attract and retain top talent.This section presents best practices for integrating researchers effectively, referencing successful examples from a range of educational and research settings, including those developed by EURAXESS.

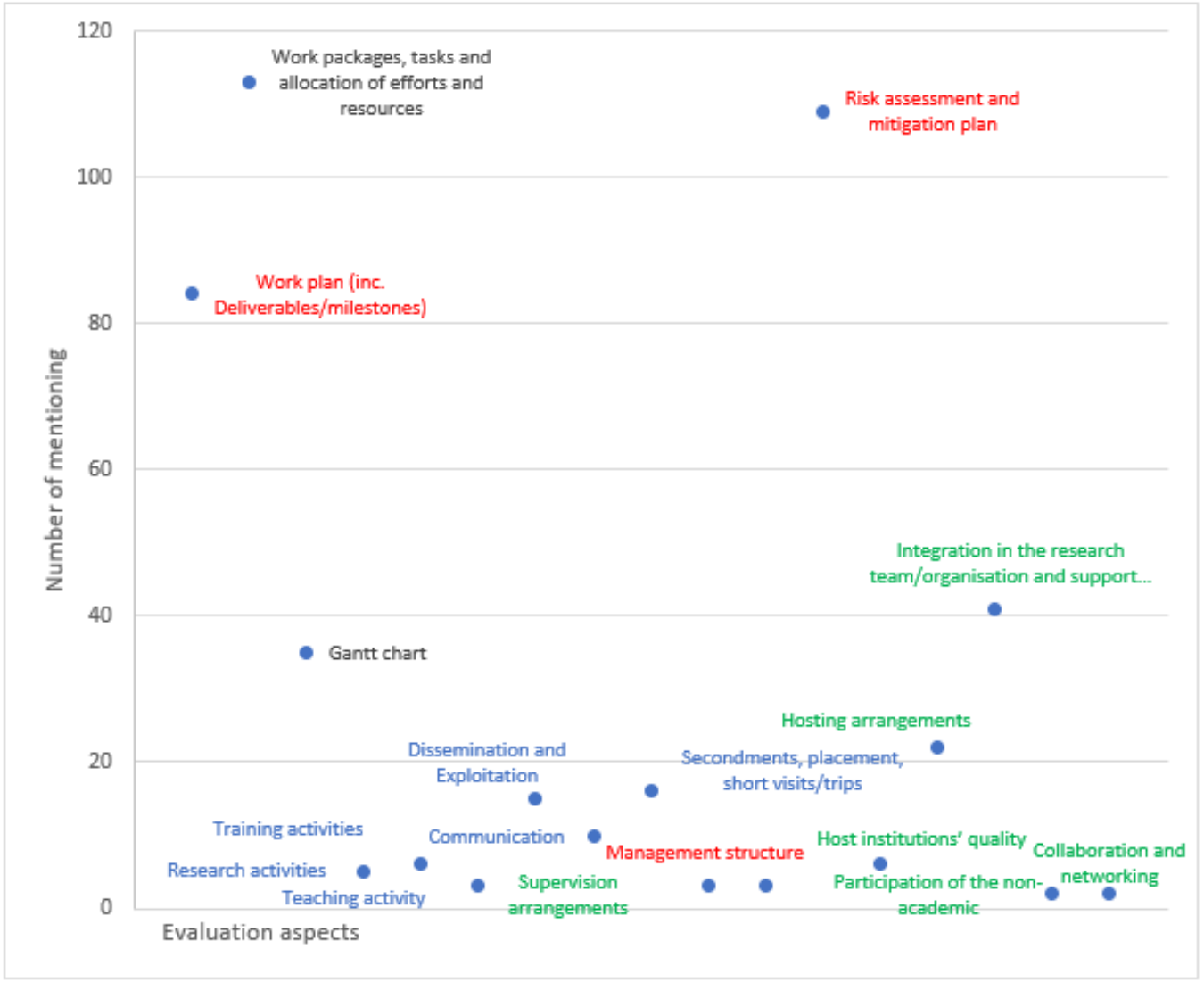
Implemetnation: exercise

- Think about specific risks that may occur in your project!

Share your thoughts!

Reviewer feedback: lessons from past Evaluation Summary Reports

FIG 22: MSCA PF 2022 IMPLEMENTATION – WEAKNESSES



*Colour code of evaluation aspects

- Black font is related to the project design
- Blue font is related to activities types
- Red font is related to monitoring and mitigation plan
- Green font is related to host suitability

'In the framework of the MSCA-NET network we have analysed the ESRs and herewith the outcomes are presented.'

FIG 3: MSCA PF 2022 TOP 5 WEAKNESSES IN IMPLEMENTATION

Work packages, tasks and allocation of efforts and resources	*Not properly planned and balanced; not convincingly described; not sufficiently detailed; lack quantitative details; unclear; description is not clearly structured in tasks, not adequately explained or convincingly justified, not presented convincingly enough, etc.* ***Aspects**: activities in work packages; complexity of the tasks; integration and organisation of activities; division of work package (overlapping same tasks in different work packages); overlap and dependencies between the tasks; technical tasks; timing and duration of different tasks; contents of the research work packages and related deliverable, allocation of resources, personnel and time; mobilization of resources planned, heavy workload; etc.*
Risk assessment and management	*Not properly identified; not sufficiently/properly /insufficiently addressed/ elaborated; lacking in discussion of potential lower-level problem; insufficiently considered, not fully convincing; inadequate discussed; too generic, not sufficiently comprehensive and convincing, etc.* ***Aspects:** scientific issues, methods and techniques, access to data, theoretical, empirical, technical challenges for experiments, new analytical approaches, communicative tasks, dissemination program, implementation issues (delays, availability of instruments), overcoming language barriers, collecting interviews and survey answers, administrative risks (IPR management, progress monitoring, communication with supervisor, etc.), contingency plan, etc.*
Work plan (including Deliverables /Milestones)	*Not convincingly formulated; not properly developed; not clearly presented; lacks sufficient coherence and credibility; insufficiently taken into account; presents certain inconsistencies; incoherent and overambitious, etc.* ***Aspects**: scope and divided activities; clear milestones and deliverables; Gantt chart; planned secondment; timings and objectives of the 'outgoing phase'; appropriate workload; planned tasks to reach objectives (timeline for the training activities, the data analysis); overlapping of training and research activities; timeline gaps; quality and effectiveness of the proposed work plan, etc.*
Integration into the research team/organisation and support services	*Not been adequately discussed/ described; not well described; not enough details are provided; insufficiently presented; not sufficiently described; not described clearly enough.* *Aspects: supporting services to ensure a good integration of the researcher; interactions with other team members, alongside personal matters, such as visa, housing; administrative support services; contribution of the host institutions to the integration of the team/institution: integrate the researcher into the large host's work group; quality of the hosting arrangements; integration in the secondment phase; concretely integrated into the team at the host institution, e.g. by supervising younger researchers or organising seminar, etc.*
Gantt chart	*inadequately presented in the Gantt chart; not consistent; not clearly specified; not aligned; limited* *Aspects: Time allocation for training, dissemination and communication activities; indication of deliverables and milestones; consistency with described work plan/tasks/proposed research plan; trainings, etc.*

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Environmental considerations in light of the MSCA Green Charter

- Please explain how the proposed project would strive to adhere to the MSCA Green Charter during its implementation.
- The goal of the MSCA Green Charter is to encourage sustainable thinking in research management and to reduce the environmental impact of research activities. All MSCA projects are encouraged to adhere to as many provisions of the Green Charter as possible, on a best effort basis.
- You can describe sustainable measures of secondment implementation (especially regarding travel arrangements) and sustainable project management.
- Some measures individuals and institutions are invited to consider are to:
  - reduce, reuse and recycle, promote green purchasing for project-related materials,
  - ensure the sustainability of project events,
  - use low-emission forms of transport,
  - promote teleconferencing whenever possible,
  - use sustainable and renewable forms of energy,
  - develop awareness on environmental sustainability, etc.
- The European Commission has published a set of guidance material together with the MSCA Green Charter, which can serve as inspiration.
- MSCA Green Charter https://ec.europa.eu/msca/green_charter
- While the MSCA Green Charter is non-binding and adherence to it will not be subject to evaluation, funded projects are strongly encouraged to take into account the principles it sets out.

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Postdoctoral Fellowship – hybrid project!
SCIENTIFIC PROJECT

HAVE A CLEAR RESEARCH QUESTIONS

NOVELTY VS. STATE OF THE ART

- Highlight interdisciplinary and intersectoral elements
- Consider gender aspects and Open science
- Scientific, economic and societal impact

REALISTIC AND WELL-DEFINED RESEARCH OBJECTIVES

- Research objectives linked to methods
- Link between research and training objectives
- Exploatationd issemination and communicati on
- Where will activities take place and why

AGENCY FOR MOBILITY AND EU PROGRAMMES

Postdoctoral Fellowship – hybrid project!
PERSONAL CAREER DEVELOPMENT

HAVE A CLEAR TRAINING NEEDS

TRAINING – THROUHG RESEARCH

- interdisciplinary and intersectoral experience
- Widening competences of the researcher
- Personal impact: Long term employabiliy

REALISTIC AND WELL-DEFINED CAREER OBJECTIVES

- Link between research and training objectives - Focus on skills
- Transferable skills
- Quality on supervision and two way transfer of knowledge
- Where will activities take place and why

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HOMEWORK ☺
Kristin's arrows - connection chart

Showing how different parts of the proposal are linked to each other (and should be written together as well).

1.1. Research

1.2. Methodology

1.3. Supervision, training, TOK

1.4. Resarchers comepetence

2.1. Career perspectives

2.1. Dissemination, exploitation and communication

2.3. Scientific, societal and economic impacts

3.1. Work plan, risks

3.2. capacity of host organisation

CV of the researcher

Capacity of participating organisations

Ethics

MSCA Green charter

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Tips and tricks on how to write….

- ✓ The beginning of your proposal must arouse curiosity, the end must be a final conclusion - these two paragraphs are of special importance in any kind of text
- ✓ Do not underestimate any category of a proposal with less value concerning the evaluation criteria - all parts of the proposal are important to be successful
- ✓ Do not write a technical report – tell a story, sell a story
- ✓ Avoid spelling errors → make use of professional proofreading if necessary
- ✓ Adhere closely to the given format and respect the page limit by all means
- ✓ Do not use only super special language (experts are not necessarily from your exact field of research)
- ✓ Be consistent with the terms (1st or 3rd person)

✓Always use the call Template on the date –subheadings provides good structure

✓Readability: Make it easy to find the relevant aspects in the text, use figures, emphasise by formatting (bold, underlined, italics), separate sections, use footnotes sparingly (no important information)

✓Put the page numbers (format Page X of Y) in the Footer

✓Ensure colour diagrams etc. are understandable in B&W

✓Explain any abbreviation

✓Get rid of repetitions (refer to other parts of proposal if necessary)

✓DO NOT COPY text from other documents or websites

You need to stand out from the researchers in your field!

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Take home messages….

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Take home messages

- ✓ Read all the documents you need to read. Especially the Guide for Applicants and MSCA PF Handbook
- ✓ Check your **eligibility criteria concerning mobility and scientific age.**
- ✓ Remember: annual calls!
- ✓ Talk to your **host institution and your supervisor well in advance:** preparing a good PF proposal **needs time** and dedication
- ✓ It is about **research, training and career development**, not just a research project
- ✓ Bottom up yes, but keep in mind **the goals of the EC**
- ✓ **Let others (non-experts as well) read your proposal** - they must at least get a clue what your proposal is all about
- ✓ **Re-submissions**: evaluators will not know until after the evaluation has been done:
  - ✓ Is it not only about improving the weaknesses
  - ✓ Check the state-of-the art and if your project /approach / methodology is still innovative
- ✓ **Perseverance:** maybe not the 1st time…..but you don´t loose, you learn!

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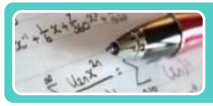
Evaluation procedrue

- The evaluation is carried out by the „Research Executive Agency“ (REA) on behalf of the European Commission (EC)
- Proposals are “evaluated as they are”
- Check done by REA: is the proposal admissible & eligible ?
- All eligible proposals are evaluated under 8 major areas of research (“panels”) - ranking for EF and GF separately according to the panels


Chemistry (CHE)


Physics (PHY)


Mathematics (MAT)


Life Sciences (LIF)


Economic Sciences (ECO)


ICT and Engineering (ENG)


Social Sciences & Humanities (SOC)


Earth & Environmental Sciences (ENV)

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Evaluation Process - Procedure

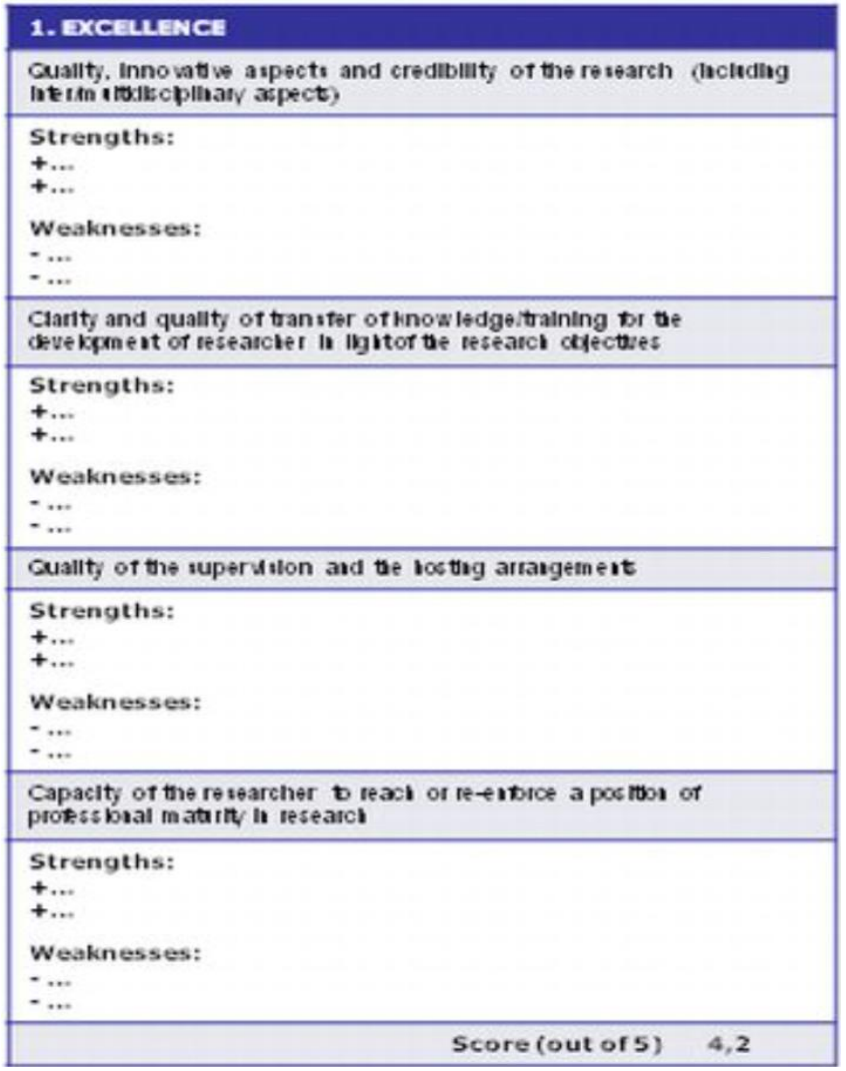
Figure 1: Overview of the evaluation process in MSCA

Individual Evaluation Report (IER)

Each expert draft a IER (individual evaluation report) for each proposal assigned

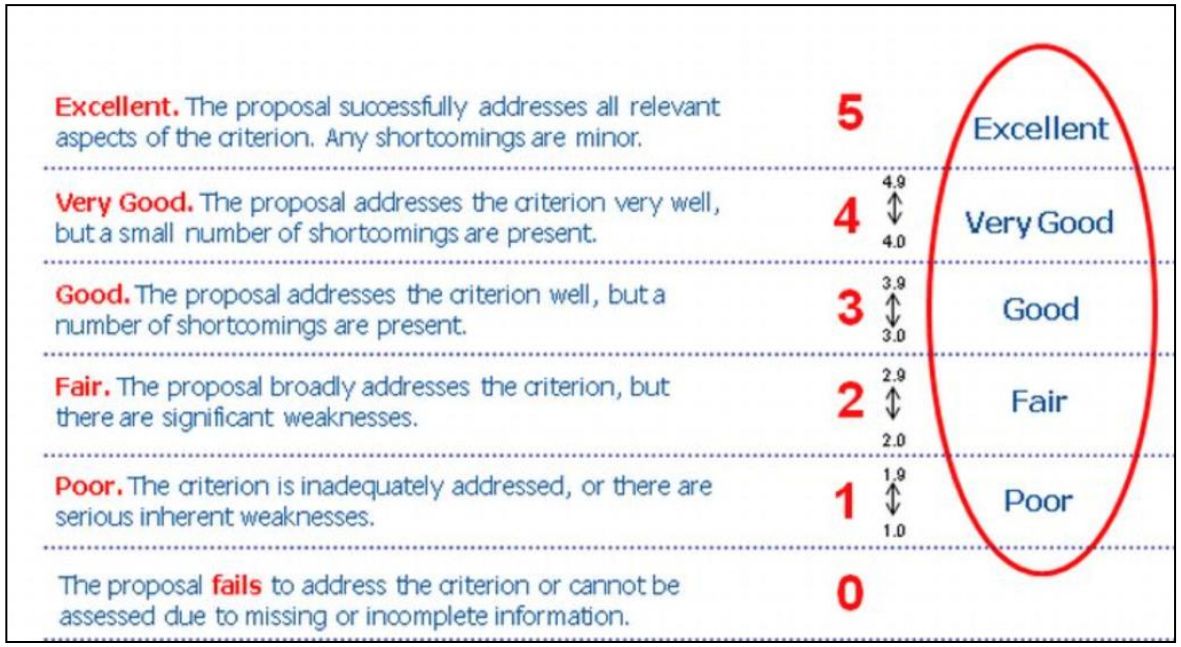
- List **strengths and weaknesses** in bullet point format
- Under each sub-criterion
- For each criterion (excellence, Impact and Implementation)

- 3 experts with very different expertise
- You need to "sell" your project while keeping the technical information right



1. EXCELLENCE
Quality, innovative aspects and credibility of the research (including interdisciplinary aspects)
Strengths: +... +... Weaknesses: - ... - ...
Clarity and quality of transfer of knowledge/training for the development of researcher in light of the research objectives
Strengths: +... +... Weaknesses: - ... - ...
Quality of the supervision and the hosting arrangement
Strengths: +... +... Weaknesses: - ... - ...
Capacity of the researcher to reach or re-enforce a position of professional maturity in research
Strengths: +... +... Weaknesses: - ... - ...
Score (out of 5) 4,2

Evaluation of the project proposals



Evaluation Criteria

Criteria	Weight	Priority (ex.aequo)
Excellence	50%	1
Impact	30%	2
Implementation	20%	-

Threshold: 70%

Seal of Excellence: 85%

Resubmision will not be allowed from 2022 if scored <70%

New in HE

Further prioritisation:

- Excellence, Impact
- gender balance
- gender and other diversity aspects, participation of the non-academic sector, geographical diversity, employment and working conditions
- relationship to the Horizon Europe objectives in general

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Evalaution results

- If a proposal is inadmissible or ineligible, you will be informed by the **rejection letter**
- You will be informed about the evaluation result (together with the evaluation summary report (ESR) and it will be posted in the Portal library (My Proposals > Actions > Follow-up > Proposal Management & Grant Preparation > Documents).
- Indicative deadline is 5 months from call deadline
- EvaluationSummary Report – strengths and weaknesses of the proposals
- Liste projektnih prijedloga:
  - Main list – going to be financed
  - Reserve list
  - Below available budget
  - Below threshold–less than 70%

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Next steps…

Individual consultations (onsite/online) – July/August 2025.

Prescreaning of the project proposals – through August – latest comments will be sent one week before the deadline – 1st September 2025!

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Useful materials

- ✓ Funding and tenders opportunities Call page (TBA)
- ✓ MSCA Work Programme 2023-2025
- ✓ Marie Skłodowska-Curie Actions (EC page)
- ✓ European Research Executive Agency (REA)
- ✓ Guide for applicants (TBA)
- ✓ MSCA info days organized by EC
- ✓ Research Enquiry Service (RES)
- ✓ MSCA-NET/ RADIANCE (resources aimed at the scientific community): MSCA Postdoctoral Handbook, Policy Briefs, FaQ
- ✓ Marie Skłodowska-Curie actions guidelines on supervision
- ✓ MSCA Green Charter
- ✓ MSCA Keywords
- ✓ Marie Skłodowska-Curie (MSCA) Financial Guide

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Thank you!

Sandra Vidović
sandra.vidovic@ampeu.hr

National Contact Point for Marie Skłodowska-Curie Actions and Research Infrastructure in Horizon Europe

Department for Horizontal areas of EU Framework Programmes and mobility of researchers

Agency for Mobility and EU Programmes
Frankopanska 26, HR-10 000 Zagreb
t. +385 (0)1 5005 954

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