

Interactive sessions on MSCA

Grants in Practice (GIP) – EURAXESS Japan Tokyo and Osaka, July 2018

Cristina Gómez – Spanish National Contact Point MSCA



CONTENT

- ❑ How to get the abstract + excellent section right (40 min. Or more)
- ❑ Dissemination and Communication activities (50 min)
- ❑ Implementation: Gantt Chart and Work Plan (50 min)

HOW TO GET THE ABSTRACT + EXCELLENCE SECTION RIGHT

- I. More information on Excellence
- II. Practical Exercises

I. MSCA IF 2018: Excellence section

EXCELLENCE (50%)
Quality and credibility of the research/innovation project; level of novelty, appropriate consideration of inter/multidisciplinary and gender aspects
Quality and appropriateness of the training and of the two way transfer of knowledge between the researcher and the host
Quality of the supervision and of the integration in the team/institution
Potential of the researcher to reach or re-enforce a position of professional maturity/independence during the fellowship

I. MSCA IF 2018: Excellence sub-criteria

1.1 Quality and credibility of the research/innovation project; level of novelty, appropriate consideration of inter/multidisciplinary and gender aspects

- Introduction, **discuss the state-of-the-art**, specific objectives and give an overview of the action.
- **Research methodology** and approach: highlight the type of **research / innovation activities** proposed.
- Explain the **originality and innovative aspects** of the planned research as well as the contribution that the action is expected to make to **advancements** within the **research field**. Describe any novel concepts, approaches or methods that will be implemented.
- Discuss the **interdisciplinary aspects** of the action (if relevant).
- Discuss the **gender dimension** in the research content (if relevant).

IMPORTANT

- ✓ Formulate an overarching aim or goal of your project
- ✓ Finetune the general goal through specific objective/aims/research questions
- ✓ Ensure a good state of the art, focus on your topic
- ✓ Original, ambitious but also feasible!

I. MSCA IF 2018: Excellence subcriteria

1.2 Quality and appropriateness of the training and of the two way transfer of knowledge between the researcher and the host

- Outline how a **two-way transfer of knowledge** will occur between the researcher and the host institution(s):
 - Explain how the experienced researcher will **gain new knowledge during the fellowship** at the hosting organisation(s).
 - Outline what the experienced researcher will bring to the host (**previously acquired knowledge** and skills)
- For **Global Fellowships** explain how the newly acquired skills and knowledge in the Third Country will be transferred back to the host institution in Europe (the beneficiary) during the incoming phase.

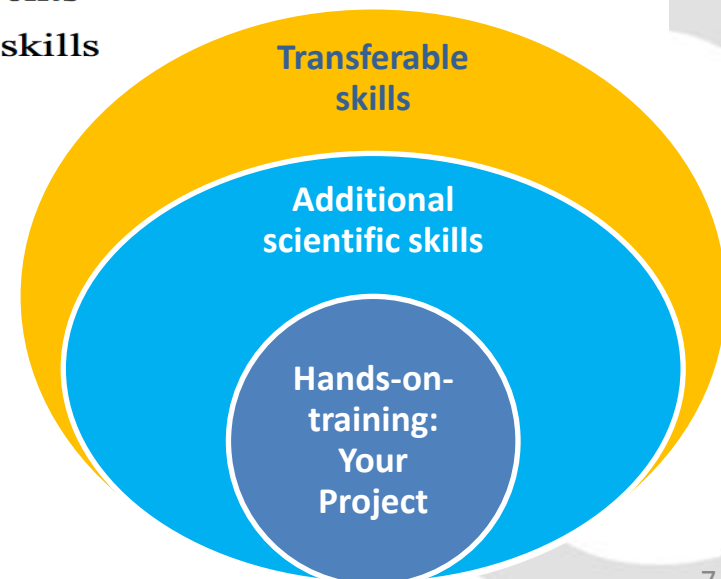
IMPORTANT

- ✓ Explain the training objectives (list them, make a table, timing, duration...)
- ✓ SMART principle (Specific, Measurable, Achievable, Reasonable, Time-bound)
- ✓ Indicate the activities to be carried out during secondments (if any)
- ✓ Include the preparation and use of a Personal Career Development Plan

I. MSCA IF 2018: Excellence sub-criteria

Typical **training activities** in Individual Fellowships may include:

- Primarily, *training-through-research* by the means of an individual personalised project, under the guidance of the supervisor and other members of the research staff of the host organisation(s)
- Hands-on training activities for developing scientific skills (new techniques, instruments, research integrity, 'big data/'open science') and transferrable skills (entrepreneurship, proposal preparation to request funding, patent applications, management of IPR, project management, task coordination, supervising and monitoring, take up and exploitation of research results)
- Inter-sectoral or interdisciplinary transfer of knowledge (e.g. through secondments)
- Taking part in the research and financial management of the action
- Organisation of scientific/training/dissemination events
- Communication, outreach activities and horizontal skills
- Training dedicated to gender issues



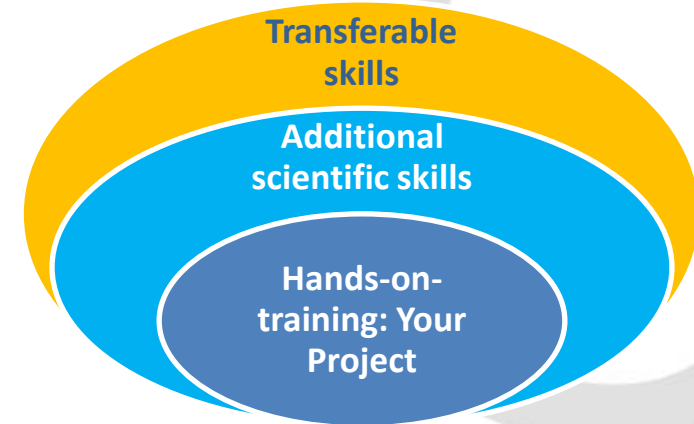
I. MSCA IF 2018: Excellence sub-criteria

Examples of advanced research skills:

- Training in new techniques, instruments, equipments..
- Open Science
- Big data
- Scientific writing
- Experimental design
- Quantitative and Qualitative methods
- User design....

Examples of Transferable Skills:

- Entrepreneurship and innovation
- Grant writing
- Patent applications
- IPR Management and Patenting
- Leadership / Influencing courses
- Project Management
- Gender training (gender issues /gender innovation)
- Presentation Skills
- Communication training of research to non-specialists
- Ethics in Research (RRI)
- CV presentation, interview skills....



Examples taken from the IF Handbook 2018 – Net4mobility+ project

I. MSCA IF 2018: Excellence

1.3 Quality of the supervision and of the integration in the team/institution

- **Qualifications and experience** of the supervisor(s).
- **Hosting arrangements.**



**Balance and link
with section 5
“role and profile
of key persons”**

IMPORTANT

- ✓ Demonstrate that the supervisors are experts in their areas (include track record and **international collaborations, experience in supervising**/training especially at advanced level (PhD, postdoctoral researchers), participation in projects, publications, patents, etc.)
- ✓ How will the integration be?
 - (nature and quality of the research group/environment, integration in different areas of expertise, disciplines, indicate the international networking opportunities of the host...)
 - If Charter and Code endorsement / HR Logo, etc..mention it here and expand in section 3.2.

I. MSCA IF 2018: Excellence

1.4 Potential of the researcher to reach or re-enforce professional maturity/independence during the fellowship

- Researchers should **demonstrate** how their existing professional experience, talents and the proposed research will contribute to their development as independent/mature researchers, **during the fellowship**.
- Explain the **new competences** and skills that will be acquired and how they relate to the researcher's existing professional experience.

IMPORTANT

- ✓ Include all the relevant experience (teaching, consultancy, supervision, etc.): show your leadership /independent thinking skills...
- ✓ Evaluators have to be convinced that the ER is the adequate one to carry out the activities planned and he/she will still gain new skills/knowledge
- ✓ This section needs to be coherent with section B2 – CV.



LET'S PRACTICE!

II. PRACTICAL EXERCISE (1)

DOCUMENTS PROVIDED

- Examples of (2) Abstracts
- Excellence part of the proposal
- ESR of the proposal you have been given (Excellence section only)

TIMING



45 minutes

- Sum up your ideas together
- Choose a person to explain the results when the session is over (5 min. only per group)

II. PRACTICAL EXERCISE (2)

Individual work (20 min.)

- **Read** the documents provided
- Think about **your own project**:
 - ✓ What are your Scientific Objectives, list them (each SO will correspond to the research WP of Section Implementation)
- Think about **you as a researcher**:
 - ✓ Describe your skills/knowledge you can transfer to your host
 - ✓ Describe the training the Host Institution can provide you

Group Work (15 min.)

- **Share your views on the abstracts** (to be explained by one rapporteur at the end of the session):
 - ✓ What information is essential
 - ✓ What should be avoided
- Be an evaluator: guess the score given by the evaluators to the ESR (Excellence section) of the proposal you are reading (don't share it with the other groups!)

A good abstract

- To be included in Part A
- 2000 words: use them all!
- A very important part of the submission and should concisely communicate the importance, impact and timeliness of the project and also convince the evaluator that you should be funded to carry it out.
- Use a self-explanatory title and a memorable acronym
- Ensure the acronym is short, easy to pronounce, easy to remember by the evaluators, and that it cannot be construed as inappropriate in English or in another language
- See ideas of existing projects in [CORDIS](#)

Examples taken from the IF Handbook 2018 – Net4mobility+ project

DISSEMINATION AND COMMUNICATION ACTIVITIES

- I. More information on Impact
- II. Practical Exercises

I. MSCA IF 208: Impact

IMPACT (30%)

Enhancing the future career prospects of the researcher after the fellowship

Quality of the proposed measures to exploit and **disseminate** the project results

Quality of the proposed measures to **communicate** the project activities to different target audiences

I. MSCA IF 2018: Impact

2.1 *Enhancing the future career prospects of the researcher after the fellowship*

Explain the expected impact of the planned research and training (i.e. the added value of the fellowship) on the future career prospects of the experienced researcher **after the fellowship**. Focus on how the new competences and skills (as explained in 1.4) can make the researcher more successful in their long-term career.

- ✓ *Articulate clearly the advantages of this fellowship for your personal career development.*
- ✓ *Demonstrate to what extent competences acquired during the fellowship (described in Excellence), including any secondments, will maximise the impact on the researcher's future career prospects = describing the impact they will have*
- ✓ *Present the way in which the fellowship will contribute in the medium and long term to the development of the researcher's career.*
- ✓ *How will the training received help broaden – diversify the researcher's career and skillset?*
- ✓ *What's the next step in your career*
- ✓ *What do you learn in the IF to get there?*
- ✓ *What will you have achieved after the project?*

I. MSCA IF 2018: Communication vs. Dissemination

Dissemination (section 2.2)	Communication (section 2.3)
About <u>results only</u>	About the project and results
Audiences that may use the results in their own work e.g. peers (scientific or the project's own community), industry and other commercial actors, professional organisations, policymakers	Multiple audiences beyond the project's own community (include the media and the public)
Enable use and uptake of results	Inform and reach out to society , show the benefits of research
Grant Agreement art. 29	Grant Agreement art. 38.1
When results are available	Starts at the outset of the project

I. MSCA IF 2018: Communication Vs. Dissemination

What are the audiences we are addressing our messages to:

- Scientific Community
- Stakeholders
- Policy makers
- Final Users
- Industry...

**DISSEMINATION
EXPLOTATION**

- General Public / Society

**COMMUNICATION
OUTREACH**

I. MSCA IF 2018: Communication Vs. Dissemination

What are the audiences we are addressing our messages to:

- Scientific Community
- Stakeholders
- Policy makers
- Final Users
- Industry...

**DISSEMINATION
EXPLOITATION**

EXPLOITATION:

- Find out if the Institution has a TTO (Technological Transfer Office) to support you
- Have a look at the IPR Helpdesk from the Commission
- Think about activities such as Brokerage Events (be2match – look for upcoming events in your area)...

I. Outreach/Public Engagement (section 2.3)

- Outreach activities are developed to **attract a broad audience** on a specific topic primarily to the general public
- The objective is to explain the **benefits of research** to a broad **public** (mainly citizens who pay our research with their taxes)
- Outreach activities can be developed in various ways; **presentations in schools, workshops, talks**, visits to laboratories, etc..
- The outreach implies **interaction** between the researcher and the recipient, there is a relationship between both and the communication that is maintained is "back and forth"



I. Communication (section 2.3)

- The **Communication** only presents an address from the researcher to the recipient.
- By Communication means **articles in newspapers** or **generalist** magazines, **TV** or Radio. **Social media** is essential when communicating.
- Successful communication requires **clear language**, an **attractive** scientific **theme** where interesting results are highlighted to **attract the attention** of both the general public and the media.

<http://www.irishtimes.com/news/health/fat-fighter-1.538013>

http://www.lemonde.fr/arts/article/2015/03/17/projet-mossoul-un-musee-virtuel-pour-reagir-face-a-la-barbarie-de-l-etat-islamique_4595546_1655012.html

<https://projectmosul.org/>

<https://www.youtube.com/watch?v=znMRm8FH7A>



How to Crowdsource the Reconstruction of Lost Heritage

On June 8th, we enjoyed the opportunity to share Rekrel's developments at the annual TEDx event in Hamburg, Germany. It was a pleasure to share the collaborative effort of our many volunteers and partners. Thanks to the Economist Media Lab, we also had 3D printed objects for the audience to witness up close following the talk.

We'd like to thank the organizers for the invitation and the audience who showed so much enthusiasm towards collaborative efforts for preserving the memory of lost heritage.



LET'S PRACTICE!

II. PRACTICAL EXERCISE (1)

DOCUMENTS PROVIDED

- Impact part of the proposal
- ESR of the proposal you have been given (Impact section only)

TIMING



45 minutes

- Sum up your ideas together
- Choose a person to explain the results when the session is over (5 min. only per group)

II. PRACTICAL EXERCISE (2)

Individual work (20 min.)

- **Read** the documents provided
- **Think about your own project:**
 - ✓ Are your results exploitable? By whom?
 - ✓ Establish a list of conferences to attend
 - ✓ Establish a list of communication activities you are going to carry out

Group Work (15 min.)

- **Discuss the activities provided and come up with 2 lists: and come up with a list of:**
 - ✓ One for the dissemination and Exploitation Activities
 - ✓ One for the Communication and Public Engagement activities
- **Be an evaluator:** guess the score given by the evaluators to the ESR (dont´share it with the other groups!)

Dissemination/Communication activities

Dissemination/Exploitation

Brokerage event with an industry interested in your results

Journal Publication

Key international conference of your sector

Communication /Public Engagement

An article in a newspaper or on TV or radio

Brochures about your project

Use of social media (facebook, twitter...)

Visit to schools where you will promote your research/project to students

IMPLEMENTATION: GANTT CHART AND WORK PLAN

- I. More information on Excellence
- II. Practical Exercises

I. MSCA IF 2018: Implementation

QUALITY AND EFFICIENCY OF THE IMPLEMENTATION (20%)

Coherence and effectiveness of **the work plan**, including appropriateness of the allocation of **tasks and resources**

Appropriateness of the **management structure and procedures**, including risk management

Appropriateness of the **institutional environment**
(infrastructure)

I. MSCA IF 2018: Implementation

3.1 Coherence and effectiveness of the work plan, including appropriateness of the allocation of tasks and resources

Describe how the work planning and the resources mobilised will ensure that the research and training objectives will be reached. Explain why the number of person-months planned and requested for the project is appropriate in relation to the proposed activities.

Additionally, 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, if applicable.

The schedule should be in terms of number of months elapsed from the start of the action.

Break into 3 sections:

- WP tables
- Explanation of the appropriateness of tasks / resources
- Gantt Chart

I. MSCA IF 2018: Implementation

WP	Start month-End Month (Do not give the exact date but the estimated month:M1, M2, M3...)	Secondment or TC Host (remind the evaluator which WP will include time outside the main host)
----	--	---

WP title	Keep concise as the objective describes what it will entail
----------	---

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 (i.e: The CDP (career development plan) can be modified every 6 months)

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 the CDP)

IMPORTANT

- ✓ 2-4 research packages only, consistent with Excellence section
- ✓ WP Management: meetings with supervisor / reports to EU at the end of the IF
- ✓ WP Training (and knowledge transfer): consistent with activities 1.2.
- ✓ WP Dissemination/Exploitation and Communication/Public Engagement: consistent with 2.2/2.3

I. MSCA IF 2018: Implementation

IMPORTANCE OF A GOOD GANTT CHART.

This is an example Gantt chart only.

Notes:

- The titles of the WP's indicated here do not have to be strictly followed or included in the Gantt chart for your specific proposal. Adapt as needed.
- The number of WPs provided here is an example only. Add or remove WP's as needed.
- Remove any columns for a duration longer than that of your proposal.
- Add as much detail as needed for your proposal.

Work Package	Title	Year 1												Year 2												Year 3												
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	
WP1	Management					D1.1																		M1.1												M2, D1.2		
WP2	Data collection						M2.1									D2.1																						
WP3	Field work							M3.1												M3.2	D3.1																	
WP4	Research part x																	M4.1, D4.1																	M4.2, D4.2			
WP5	Research part y																																			M5.1, D5.1		
WP6	Dissemination and communication					D6.1					D6.2			D6.3							D6.4																	
WP7	Secondments																																		M7.1			
...	...																																					

Legend	Milestone	M
	Deliverable	D

A **deliverable** is a distinct output of the action, meaningful in terms of the action's overall objectives and may be a report, a document, a technical diagram, a software, etc. Deliverable numbers should be ordered according to delivery dates. Use the numbering convention <WP number>.<number of deliverable within that WP>. For example, deliverable 4.2 would be the second deliverable from work package 4.

Milestones are control points in the action that help to chart progress. Milestones may correspond to the completion of a key deliverable, allowing the next phase of the work to begin. They may also be needed at intermediary points so that, if problems have arisen, corrective measures can be taken. A milestone may be a critical decision point in the action where, for example, the researcher must decide which of several technologies to adopt for further development.

I. MSCA IF 2018: Implementation

3.2 Appropriateness of the **management structure and procedures**, including risk management

The evaluator will assess:

1. The **project organization and management structure**, including the **financial management** strategy and the progress monitoring mechanism
2. Remark possible risks for project objectives and concrete contingency plan and mitigation actions.

Your institution services here is **crucial**. Work together with your colleagues from Project Office or Tech Transfer Office.

IMPORTANT

- ✓ Explain clearly who your supervisor (s) is/are and how they will monitor you with regards to your CDP (or refer back to section 1.2). Explain the coordination if more than one supervisor
- ✓ Give information on your host institution: experience and support provided (experience of the European Office in participating in MSCA and in managing grants/ EURAXESS Centre: support in relocation... / Technological Transfer Office...)
- ✓ Risks: Name them / Refer to the WP / What are the possibilities that the risk occurs (low/medium/high) / What is the impact (low/medium/high) / What are the activities planned to counteract them (measurable if possible).

I. MSCA IF 2018: Implementation

3.3. Appropriateness of the **institutional environment** (infrastructure)

The evaluator will assess:

1. Main tasks and commitments of the beneficiary and partner organization with the project. For GF also the role of partner organisations in Third Countries for the outgoing
2. The infrastructure, logistics, facilities offered to the fellow for the good implementation of the action
3. Section 5 (Capacities of the participating organizations) is evaluated here.

II. PRACTICAL EXERCISE (1)

DOCUMENTS PROVIDED

- Gantt Charts provided
- Implementation part of the proposal
- ESR of the proposal you are reading (Implementation part only)

TIMING



45 minutes

- Sum up your ideas together
- Choose a person to explain the results when the session is over (5 min. only per group)

II. PRACTICAL EXERCISE (2)

Individual work (20 min.)

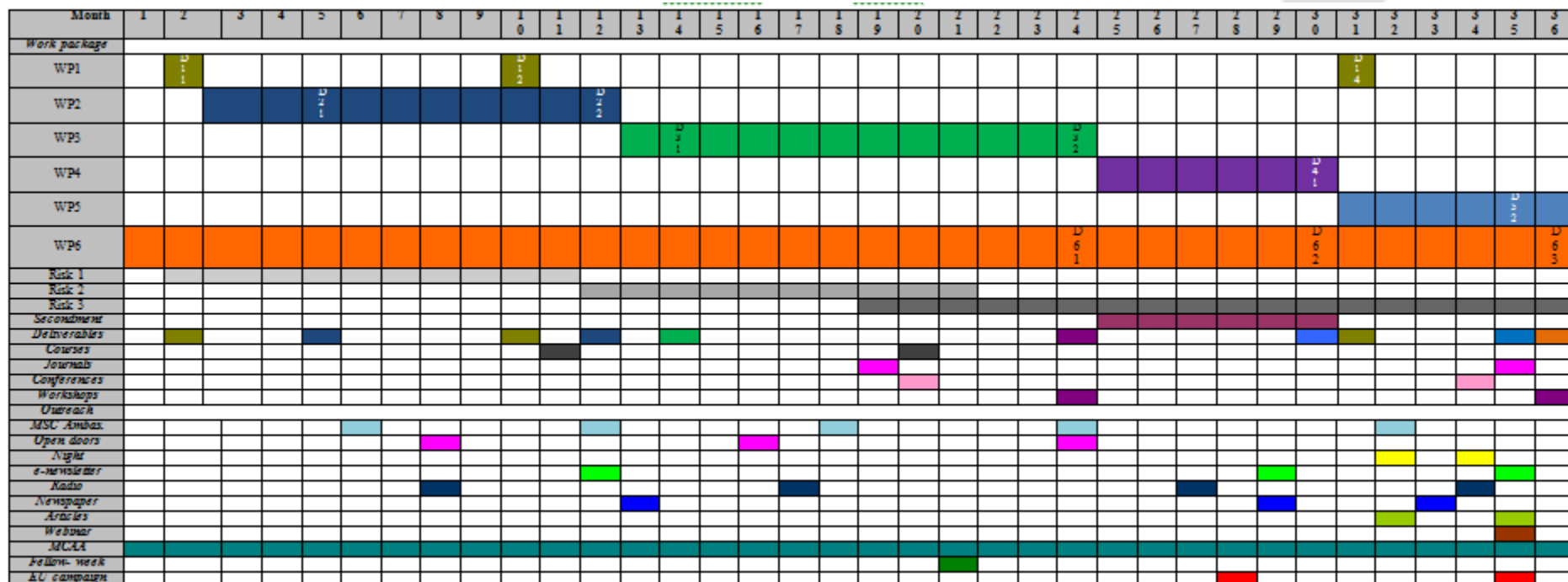
- **Read** the documents provided
- **Think about your own project:**
 - ✓ Work Packages ⁽¹⁾: think about the tasks, deliverables and milestones
 - ✓ What are the risks ⁽²⁾ you can encounter? How will you solve them?

(1) and (2): use the tables given as example in the presentation

Group Work (15 min.)

- **Share your views on the Gantt Charts and explain:**
 - ✓ What needs to be clearly indicated
 - ✓ What should be avoided
- **Be an evaluator:** guess the score given by the evaluators to the ESR (dont´share it with the other groups!)

Gantt Chart



- Explain the duration of the WP and include the deliverables (D) and milestones (M) in the WPs indicating when they are delivered
- WP Dissemination/Communication: not all activities are D / M. Use a legend to explain what they are (i.e. C= Conference / ODD = Open Doors Day...) and include them in the WPs indicating when they will take place

Thank you!

R I S E
F U N D I N G
A C A D E M I C
N O N - A C A D E M I C
N E T W O R K
I N T E R - S E C T O R
T R A N S F E R

Cristina Gómez - Spanish MSCA NCP
Cristina.gomez@oficinaeuropea.es