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Brussels

# Marie Skłodowska-Curie Actions (MSCA) Staff Exchanges

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16 October 2023

# Agenda

**1 Welcome and Introduction**

**2 Introduction to MSCA**

**3 MSCA Staff Exchange an Overview**

**3 Why get involved?**

**4 The Submission Process as an Associated Partner**

**5 Question and Answer**



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# About UKRO

We support UK based organisations involved in EU R&I

- Maximise UK participation in Horizon Europe
- A Brussels-based team of advisors
- Part of UKRI's wider International team
- [UKRO Portal](#)
  - Dedicated news articles, events and factsheets to support participation
  - Alerts to upcoming opportunities and call updates
- UK National Contact Point
  - [European Research Council](#), [Marie Skłodowska-Curie Actions programmes](#), [Widening Participation](#) and [COST](#)



# Dedicated MSCA, ERC, WIDEAR and COST Resources

[Sign up for NCP newsletters](#) delivered to your inbox

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

Find out more about [MSCA, ERC, WIDERA and COST funding opportunities](#)

Contact the National Contact Points



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# UK's Relationship with the EU

Participation on Horizon Europe



# Horizon Europe Participation

## UK Association

On 24 December 2020, the negotiations on the [UK-EU Trade and Cooperation Agreement](#) concluded

Included the intention of the UK to associate to Horizon Europe

[Announcement on 7 September 2023](#), **confirmed association to Horizon Europe and Copernicus programmes from 1 January 2024**

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

UK entities can participate in/coordinate projects and receive funding from Horizon Europe

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



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# What does this Mean?

All successful UK applicants to Horizon will be covered through the UK's association (or through the existing UK funding guarantee) for the rest of the programme.

## Work Programme 2024

- **Calls with a 2024 call identifier will be covered by association.**
- Successful applicants will receive funding from the EC for the lifetime of their grant.
- Even if the deadline is in 2023.

## Work Programme 2023

- **Calls with a 2023 call identifier will be covered by the Horizon Europe Guarantee.**
- Successful UK applicants will receive funding from the guarantee for the lifetime of their grant.
- Even if the deadline is in 2024.
- Applicants must be included as a beneficiary in order to receive funding through the Horizon Europe Guarantee.
- [UK applicants call continue to apply to calls in Work Programme 2023.](#)

## Current/On going Projects

- UK participants currently entering into, or going through, the grant agreement preparation phase **will receive funding through the Horizon Europe Guarantee for the lifetime of their grant.**
- Grants **currently receiving guarantee funding, will continue to do so** for the lifetime of their grant.



# Transitional Measures

## Calls with a 2023 Call identifier

- **Even if the call deadline is in 2024 the transitional measures apply**
- UK participants are eligible to apply as a country already associated to Horizon Europe in line with [EC FAQ](#)
  - *“UK applicants are treated as if the UK is an associated country throughout the process, from admissibility and eligibility to evaluation, up until the preparation of grant agreements. However, grant agreements can only be signed if the association has come into force.”*
- Will receive funding from the Horizon Europe Guarantee
- **Must apply as a Beneficiary at the proposal stage**
- Will become as Associated Partner at the grant agreement signature phase (GAP)
- At GAP no longer count towards minimum eligibility criteria
- Cannot sign the grant agreement
  - Encouraged to sign the consortium agreement
- Cannot coordinate





# What Does this Mean for MSCA Staff Exchange?

For the 2023 MSCA Staff Exchanges call the [EC Transition Measures Apply](#)

## At the proposal stage UK based organisations and researchers can

- Can coordinate the project (including mono-beneficiary actions)
- Can participate as send and receive staff

## If successful UK beneficiaries will

- Become Associated Partners during the grant agreement preparation phase
- No longer be able to coordinate the project
- Will be funded by the [UK government's Horizon Europe guarantee](#)



# Introduction to MSCA

## Policy Overview



# Horizon Europe

Pillar Reinforcing and extending the excellence of the Unions science base



\* The European Institute of Innovation & Technology (EIT) is not part of the Specific Programme



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# Aims of MSCA

- Encouraging people to become researchers and innovators
- Equip researchers with the necessary skills and international experience
- Long term employability
- Develop attractive career opportunities
- Foster innovation and develop entrepreneurial mindset
- Promote the EU's global attractiveness for talents
- Contribution to the EU external policy objectives

Enhance skills of people behind research and innovation

Contribute to excellent research - Bottom-up approach

Mobility (International, intersectoral and interdisciplinary)

Attractive Working and employment conditions

Structuring effect on organisations

Strong collaboration with industry, SME and other non-academic sector actors



# MSC Actions

## Doctoral Networks

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

## Postdoctoral Fellowships

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

## Staff Exchanges

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

## COFUND

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

## MSCA and Citizens

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



# Staff Exchanges

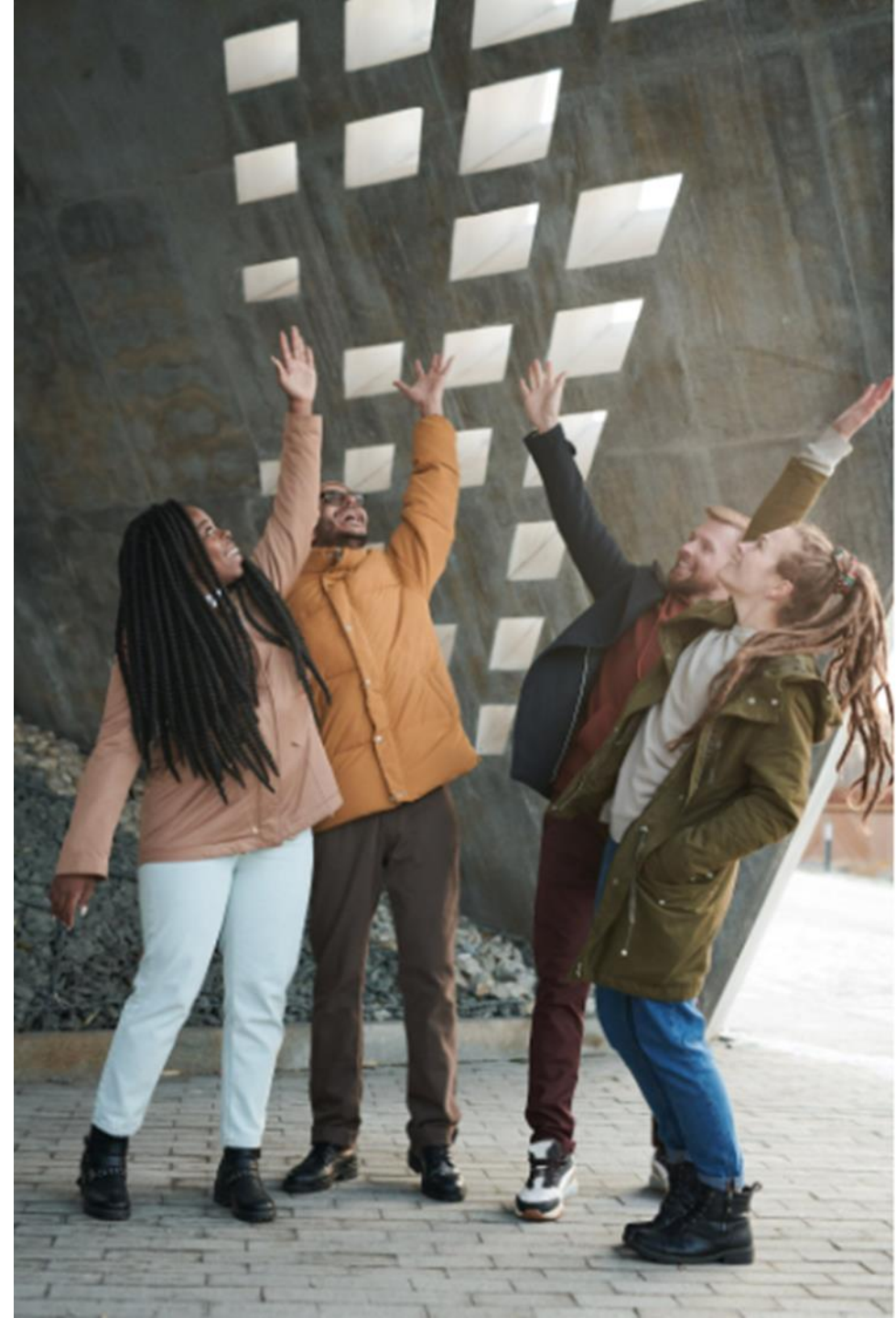
MSCA Staff Exchanges 2023 (HORIZON-MSCA-2023-SE-01)



# MSCA Staff Exchanges

## Collaborative R & I project implemented through secondments

- Building new & developing existing networks & collaborations
- Increasing global cooperation
- Increasing collaborations between sectors (including SMEs)
- Enhancing knowledge transfer between participants
- Building Long-term collaborations
- Developing research and transferable skills
- Supporting long-term employability
- Encourages three dimensions of mobility: inter-sectoral, international and interdisciplinary
- Sharing of knowledge and ideas for the advancement of science and the development of innovation



# The Project

Applicants free to choose their own topic and subject area

- Have clear research and innovation objectives and deliverables
  - Secondments should be essential to achieve the joint project's R&I activities
- Exploit complementary competences of the participating organisations
- Supports networking activities and the organisation of workshops and conferences
- Facilitate sharing of knowledge and testing of innovative approaches for specific R&I topics
- Create synergies between partners
- Offer new skills acquisition and career development perspectives

All countries and nationalities can participate

All institutions fulfilling the requirements of the Horizon Europe Rules for Participation can participate

Project implemented through the **secondment of staff for a period between 1 and 12 months**

The maximum size and duration is **360 person months over 4 years**

**Consortium is composed of beneficiaries in EU MS/AC and third country associated partners**





# Eligibility

## Broken down into three categories

1. Eligibility of the consortium (participants)
2. Eligibility of the staff going on secondment
3. Eligibility of the secondments



# Eligible Participants

Any legal entity established in the academic or non-academic sector.

## Consortium minimum:

- 3 different legal entities established in 3 different countries
  - 2 of which must be based in different EU member states or associated countries
- If the organisations are from the same sector, at least 1 must be from a Third Country

## Academic sector

- Public or private higher education establishments awarding academic degrees,
- public or private non-profit research organisations
- International European Research Organisations (IERO)

## Non-academic sector

- Any socio-economic actor not included in the academic sector and fulfilling the requirements of the Horizon Europe (HE) Rules for Participation

## Academic vs Non-Academic

- Determined by EC during the validation process
- Important to check with the organisation in advance to understand which sector they are in.



# Consortium Composition

## No 'typical' consortium size

- Composed of a mix of beneficiaries and Associated Partners
- Size of consortium ranges from 3 to > 20 organisations
  - Depends on the need of the individual project
- Recommended between 6 to 10 organisations
- Number of associated partners (TC) should be reasonable and in line with project size

### Beneficiary

- Located in a EU Member State or associated country
- Can send staff on secondments
- Can host seconded staff
- Can provide training opportunities
- Receive EC funding

### Associated partners

- Located in a Third Country
- Can host seconded staff
- Can provide training opportunities
- Can send staff on secondments (specific eligibility rules apply)



# Seconded Eligibility

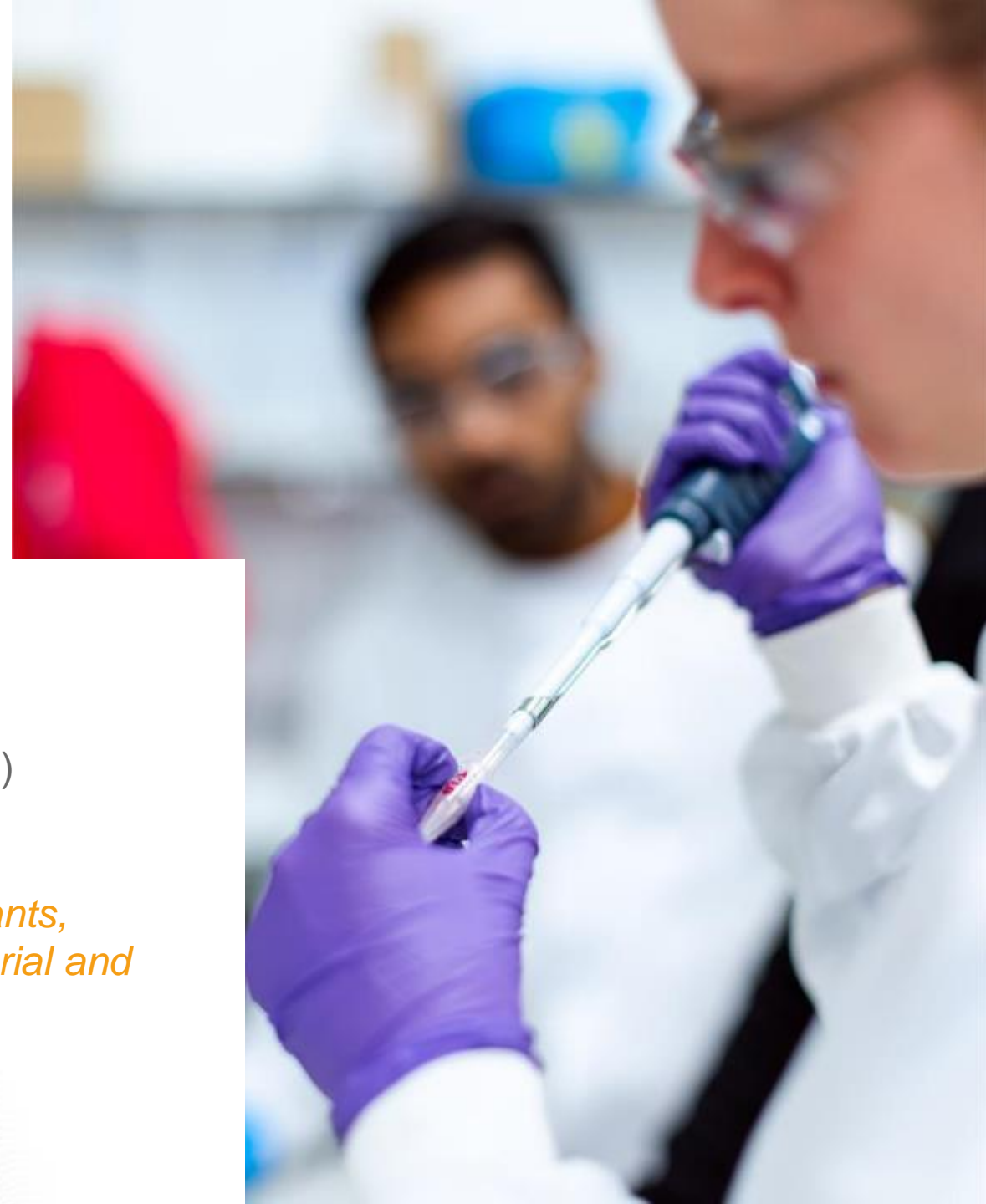
Staff going on secondment must meet specific criteria

- Be under the direction and instructions of the sending organisation for the duration of the secondment
- Actively engaged in or linked to research/innovation activities for at least 1 month prior to first secondment (pro-rata for part time)
- Have the appropriate experience to undertake the activities
- Must work full time while on secondment
- An in-built return mechanism must be foreseen (no set period)

*E.g. PhD students, technical staff, research assistants, postdoctoral researchers, senior researchers, managerial and administrative etc*



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# Secondment Eligibility

		"HOSTING" (receiving seconded staff members)		
		Academic organisation in MS/AC (1)	Non-academic organisation in MS/AC (2)	Organisation in TC*
"SENDING" (seconding staff members from organisation)	Academic organisation in MS/AC (1)	1/3	✓	✓
	Non-academic organisation in MS/AC (2)	✓	1/3	✓
	Organisation in TC*	✓	✓	✗

**1/3** This symbol refers to same sector secondments up to 1/3 of the total implemented secondments funded by the EU as long as they are demonstrated to be interdisciplinary.

\* denotes TC partners that are eligible for automatic funding

up to 1/3 of the total secondments funded by the EU can be secondments between Member States/Associated Countries within the same sector if those secondments are interdisciplinary

- TC participants from low- to middle-income countries are automatically eligible for funding



# The secondments

## Key Features

- A secondment must last between **1-12 Months**
- **At least one month must be completed**, after which funding is pro-rata
- A secondment may be split into several stays with one or several beneficiaries or associated partners
- Staff must work full time on secondment, even if normally they work part time.
- An in-built return mechanism must be foreseen

### Secondments:

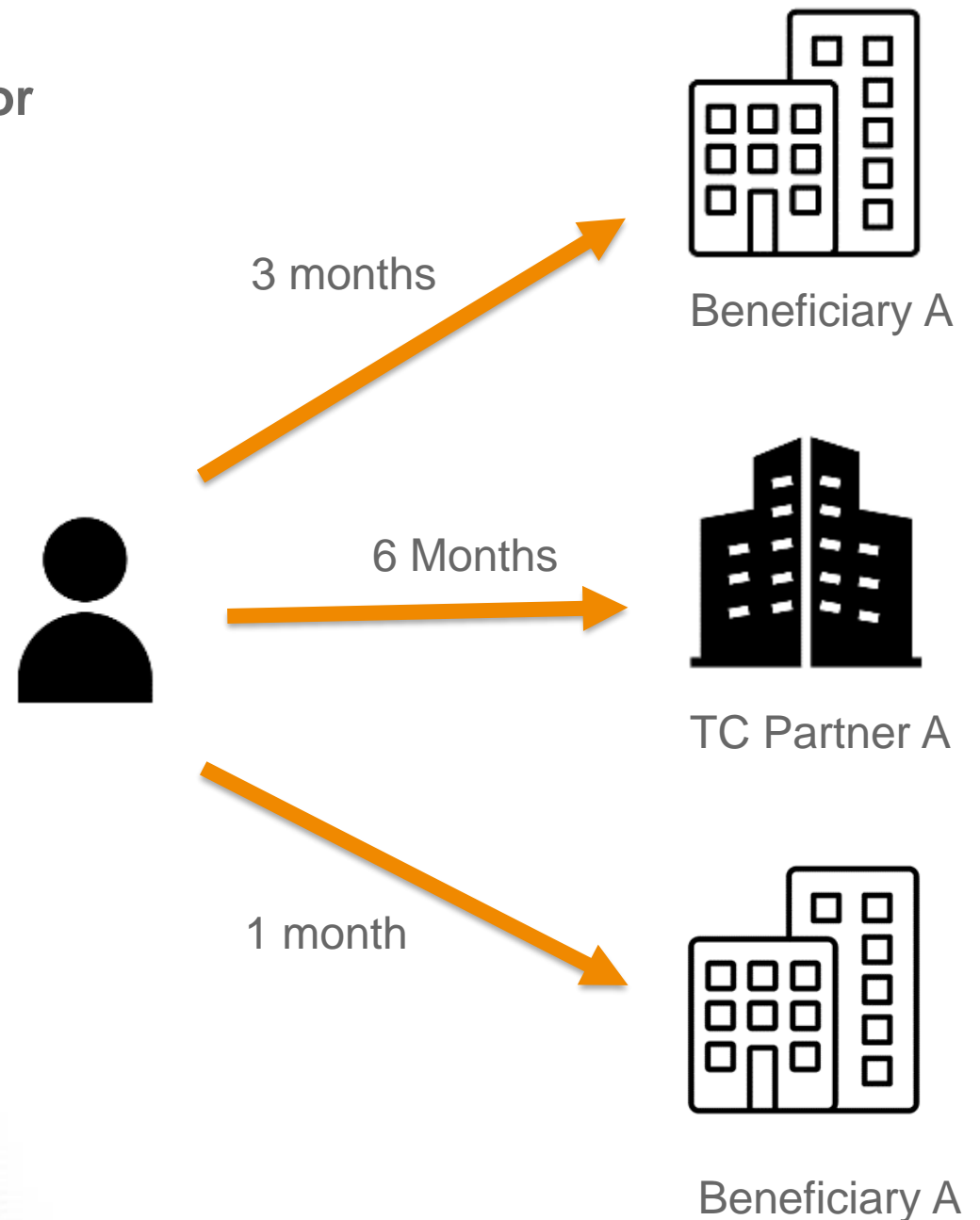
- From a MS/AC institution to a TC institution – any sector
- From academic to non-academic institution in a MS/AC
- From non-academic to academic institution in a MS/AC
- From a TC institution to MS/AC institution - any sector
- Between the same sector MS/AC - must be interdisciplinary (max 1/3)



# Split secondment

Can be split between one or several beneficiaries or associated partners

- Must still respect the maximum and minimum duration rule
- All the secondments must take place within the duration of the action
- At least one month must be completed, after which funding is pro-rata



# The funding





# What is funded



Employers must continue to pay staff member's salary during their stay abroad.

# EC Funding

At least one month must be completed, after which funding is pro-rata (counted from the day of departure to the day of return)

Contributions for recruited researchers Per person-month		Institutional unit contributions Per person-month	
Top-up Allowance	Special Needs Allowance	Research, training and networking contribution	Management and indirect contribution
EUR 2 300	Requested unit x (1/number of months)	EUR 1300	EUR 1000

- Funding based fully on unit costs, multiplied by requested person months spent on secondments
- Institutional costs depend on implementation of secondments
- No detailed financial reporting but need to report on completed secondment months (explain how unit costs work to your financial department)
- Ensure all participants understand the financial rules



# The Funding Categories

## Top-up allowance for the seconded staff member

- contributes to travel, accommodation and subsistence costs related to the secondment
- Must be fully used for the benefit of the seconded staff members
- Paid according to usual internal policies (the amount can be managed by the institution or paid directly to the researcher; in accordance with national rules)

## Special Needs Allowance contributes to the additional costs incurred by staff members with physical, mental, intellectual or sensory impairments

- EUR 3 000, EUR 4 500, EUR 6 000, EUR 9 500, EUR 13 000, EUR 18 500, EUR 27 500, EUR 35 500, EUR 47 500 and EUR 60 000

## Research, training and networking unit cost

- contributes to the costs for training, transfer of knowledge and networking activities, as well as research expenses

## Management and indirect unit cost

- contributes to the beneficiary's costs in relations with the action
- generally 'top-sliced' by the coordinator to cover network wide activities



# Who Declares the Costs

If the secondment is not implemented none of the 3 categories are paid.

## Beneficiaries declare for:

Outgoing secondments of its own staff

Incoming secondments from a TC partner (if eligible for funding)

If agreed by the consortium, a different distribution of institutional costs

shouldn't be reported in the financial statements



# Funding For Associated Partners hosting Secondments

Associated Partners hosting secondments can receive funding to cover research costs

- Funding will come from the beneficiary sending the staff on secondment
- Available funding is based on the SE unit costs
- May also include contribution to management and indirect (overheads)
- Amount available will depend on the arrangement with the sending beneficiary

If providing network wide training and networking activities may be to receive funding from the coordinator to cover the associated costs

- Amount available will depend on the arrangement with the coordinator

Best to discuss these arrangements as early as possible

In exceptional cases can ask for 'exceptional funding'

# Why get Involved



# Benefits of Getting Involved

## Staff Members

Develop transferable skills and competencies

Increase employability and career prospects

International exposure

Enhance existing and build new collaborative networks

## Organisations

Transfer of knowledge

Increase R&I capacity

Develop and build sustainable international partnerships with partners all over the world

Build and enhance intersectoral relationships

Attract top researchers

# How can Third Countries be involved?

## International mobility is key

- Host secondees
- Send staff on secondments (funding rules apply)
- Provide other training and networking opportunities
- Contribute to advisory committees or project boards
- Participate in networks wide activities
- Participate as a key stakeholder/end user
- Provide background or other resources



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# US and Canada Participation in the H2020 MSCA Programme

## Third Country Participation in MSCA

*(in terms of number of applicants, participation)*



	Participating Institutions	Number of Projects	Number of outgoing researchers
Canada	64	219	345
USA	331	1131	845

*Find out more about previous RISE projects:*

- *Projects with US Participation : [Search | CORDIS | European Commission \(europa.eu\)](#)*
- *Projects with Canada Participation : [Search | CORDIS | European Commission \(europa.eu\)](#)*

## In H2020 RISE Projects

- 59 Canadian Researchers participated in Exchanges
- 261 researchers came to Canada
  
- 174 US Researchers participated in Exchanges
- 1723 European Researchers came to the US

# GEMCLIME (Global Excellence in Modelling of Climate and Energy)

MSCA RISE Horizon 2020 funded project

- Focused on major aspects of energy economics and climate change
  - drivers of climate change; the examination of climate change and energy-related risks and vulnerabilities; the valuation of economic impacts of climate change mitigation and adaptation policies; and the investigation of major policy responses to global climate and energy challenges
- Total cost € 3 330 000; EU contribution € 2 115 000
- Supported more than 100 researches who spent almost 500 months seconded at partner universities.

## Coordinator



UNIVERZITA KARLOVA

Address

Ovocny Trh 560/5

116 36 Praha 1

Czechia

Net EU contribution

€ 1 269 000,00

Non-EU contribution

€ 562 500,00



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## Beneficiaries



## Partners



# DIGIT.EN.S (DIGITal ENcyclopedia of European Sociability)

## MSCA RISE Horizon 2020 funded project



- Aimed to establish an innovative framework for understanding the formation of European forms of sociability in the long eighteenth century (1650–1850).
- Set out to create the first open-access digital encyclopaedia of sociability
- Total cost € 299 000; EU contribution € 299 000

### Coordinator

 UNIVERSITE DE BRETAGNE OCCIDENTALE



Net EU contribution  
€ 55 200,00



Non-EU contribution  
€ 0,00

Address  
Rue Des Archives 3  
29238 Brest  
 France 

### Partners (2)

Sort alphabetically ↕ Sort by Net EU contribution ↕ Expand all

 ROYAL INSTITUTION FOR THE ADVANCEMENT OF LEARNING MCGILL UNIVERSITY  
PARTNER  Canada  
Net EU contribution  
€ 0,00

 UNIVERSITE DU QUEBEC A MONTREAL\*UQAM  
PARTNER  Canada  
Net EU contribution  
€ 0,00


### Participants (9)


Sort alphabetically ↕ Sort by Net EU contribution ↕ Expand all


 UNIVERSITE PARIS 13  
 France  
Net EU contribution  
€ 55 200,00


 SORBONNE UNIVERSITE  
 France  
Net EU contribution  
€ 46 000,00

 BIBLIOTHEQUE NATIONALE DE FRANCE  
 France  
Net EU contribution  
€ 32 200,00



 PARIS MUSEES  
 France  
Net EU contribution  
€ 4 600,00

 THE UNIVERSITY OF WARWICK  
 United Kingdom  
Net EU contribution  
€ 18 400,00

 THE NATIONAL ARCHIVES  
 United Kingdom  
Net EU contribution  
€ 13 800,00

 UNIwersytet KAZIMIERZA WIELKIEGO  
 Poland  
Net EU contribution  
€ 36 800,00

 UNIVERSITAET GREIFSWALD  
 Germany  
Net EU contribution  
€ 9 200,00

 UNIVERSITA DEGLI STUDI GABRIELE D'ANNUNZIO DI CHIETI-PESCARA  
 Italy  
Net EU contribution  
€ 27 600,00



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# US and Canada Participation in the Horizon Europe MSCA Programme

## Horizon Europe Projects (so far)

- ❑ Canadian entities participate in 18 MSCA Staff Exchanges projects
- ❑ US entities participate in 40 MSCA Staff Exchanges projects

Find out more about current Horizon Europe projects:

- [Projects with US Participation : Search | CORDIS | European Commission \(europa.eu\)](#)
- [Projects with Canada Participation : Search | CORDIS | European Commission \(europa.eu\)](#)

## Integrating innovative theories and practices in historical culture and education (HE Project)

Enveloping both formal and informal contexts, in which views on the past are disseminated, the MSCA-funded MAKINGHISTORIES project invites a closer collaboration of academics and practitioners working in historical museums, heritage environments, historical reenactments, memorial sites and schools. A total of 18 institutions in Europe, Asia, Australia, Canada, Israel and Latin America will be participating in this endeavour.

**€ 542 800,00**    **17 Project Partners**

### Partners (4)

Sort alphabetically ↕	Sort by Net EU contribution ↕	Expand all
 University of Newcastle  Australia	Net EU contribution € 0,00	▼
 THE KOREAN HISTORY EDUCATION SOCIETY  South Korea	Net EU contribution € 0,00	▼
 UNIVERSITY OF BRITISH COLUMBIA  Canada	Net EU contribution € 0,00	▼
 FACULTAD LATINOAMERICANA DE CIENCIAS SOCIALES  Costa Rica	Net EU contribution € 0,00	▼

















# Graph Algebras (Operator Algebras that One Can See)

## Partners (15)

Sort alphabetically ↕

Sort by Net EU contribution ↕

Expand all

 The Fields Institute for Research in Mathematical Sciences 🇨🇦 Canada	Net EU contribution € 0,00	▼	 KANSAS STATE UNIVERSITY 🇺🇸 United States	Net EU contribution € 0,00	▼
 UNIVERSITY OF NEW BRUNSWICK 🇨🇦 Canada	Net EU contribution € 0,00	▼	 UNIVERSITY OF KANSAS CENTER FOR RESEARCH, INC 🇺🇸 United States	Net EU contribution € 0,00	▼
 THE UNIVERSITY OF WESTERN ONTARIO 🇨🇦 Canada	Net EU contribution € 0,00	▼	 ARIZONA BOARD OF REGENTS 🇺🇸 United States	Net EU contribution € 0,00	▼
 THE REGENTS OF THE UNIVERSITY OF CALIFORNIA 🇺🇸 United States	Net EU contribution € 0,00	▼	 UNIVERSITY OF HAWAII 🇺🇸 United States	Net EU contribution € 0,00	▼
 THE PENNSYLVANIA STATE UNIVERSITY 🇺🇸 United States	Net EU contribution € 0,00	▼	 POMONA COLLEGE 🇺🇸 United States	Net EU contribution € 0,00	▼
 REGENTS OF THE UNIVERSITY OF COLORADO 🇺🇸 United States	Net EU contribution € 0,00	▼	 UNIVERSIDAD MICHOACANA DE SAN NICOLAS HIDALGO 🇲🇽 Mexico	Net EU contribution € 0,00	▼
 Regents of the University of Colorado 🇺🇸 United States	Net EU contribution € 0,00	▼	 THE RESEARCH FOUNDATION OF STATE UNIVERSITY OF NEW YORK 🇺🇸 United States	Net EU contribution € 0,00	▼
 UNIVERSITY OF DENVER COLORADO SEMINARY 🇺🇸 United States	Net EU contribution € 0,00	▼			
 KANSAS STATE UNIVERSITY 🇺🇸 United States	Net EU contribution € 0,00	▼			

**MSCA Staff Exchanges Project under the Horizon Europe Programme, focused on 'Graph C\*-algebras' (Area: "Mathematics").  
EC Contribution: € 496 800,00 -- 25 partners involved in project.**

# How to get involved

## Associated Partners



# The 2023 MSCA Staff Exchange Website



<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/topic-details/horizon-msca-2023-se-01-01>



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# Finding partners

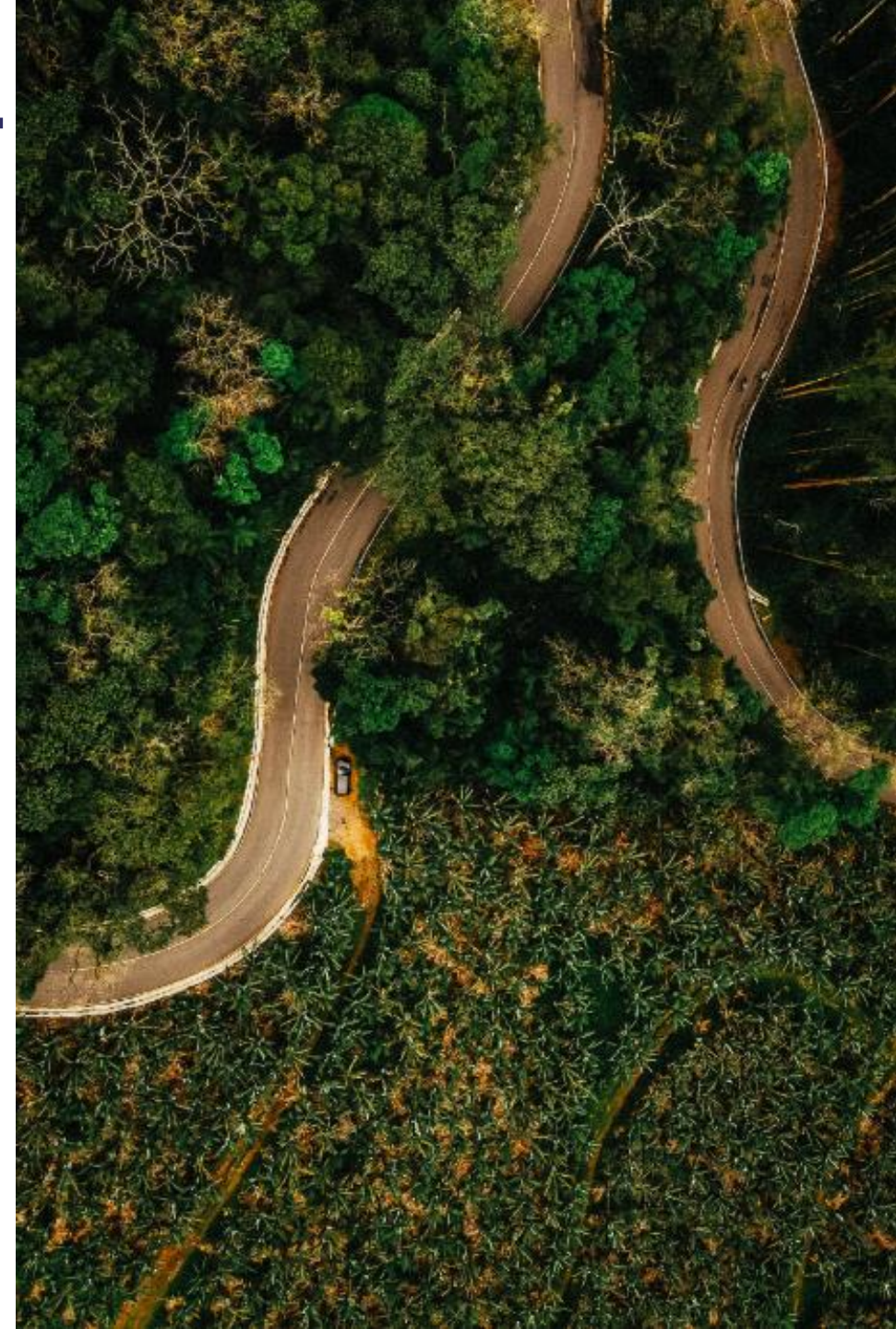
- Use the [MSCA matchmaking platform](#)
- Use the [Partner Search function on the 2023 Staff Exchanges Call Webpage](#): find partners or publish your own advertisement.
- Use your existing networks
- Contact potential partners - ask yourself:
  - Is my internet presence up-to-date?
  - Am I clear on what I'm contributing to the project?
- Check [Previous Projects](#) for potential collaborators





# Questions to ask from the beginning.

- What do you hope to get out from a collaboration?
- What will your partners (e.g. business) get out of a collaboration?
  - “Will this project solve a problem for them?”
  - “Does this project have synergies to research the partner is already working on?”
- Does your potential partner have complimentary knowledge to achieve objectives, or specific research infrastructure/assets etc at their proposal?
- Clarify Intellectual Property (IP) rights



# Submission and Evaluation

The role of the Associated Partner



# The 2023 MSCA Staff Exchange Call Webpage

The screenshot shows the European Commission's funding portal for MSCA Staff Exchanges 2023. The page includes a navigation menu, a search bar, and a main content area with a table of call details. A central callout circle highlights the main page title, and other callouts point to specific features like the submission link, reference documents, and partner search functionality.

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

Register | Login

HOME | SEARCH FUNDING & TENDERS | HOW TO PARTICIPATE | PROJECTS & RESULTS | WORK AS AN EXPERT | SUPPORT

## MSCA Staff Exchanges 2023

HORIZON-MSCA-2023-SE-01-01

Topic: Call for proposal

Internal navigation:

- General information
- Topic description
- Destination
- Conditions and documents
- Partner search announcements
- Start submission

General information	
<b>Programme</b> Horizon Europe Framework Programme (HORIZON)	<a href="#">€ Budget overview</a>
<b>Call</b> MSCA Staff Exchanges 2023 (HORIZON-MSCA-2023-SE-01)	
<b>Type of action</b> HORIZON-TMA-MSCA-SE HORIZON TMA MSCA Staff Exchanges	<b>Type of MGA</b> HORIZON Unit Grant [HORIZON-AG-UN] <a href="#">Open for submission</a>
<b>Deadline model</b> single-stage	<b>Opening date</b> 05 October 2023

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Guidance for Evaluators

Frequently Asked Questions

Submission Link

**2023 MSCA Staff Exchanges Call Webpage contains all relevant information for a successful application**

Online Manual on how to submit an application

Reference Documents

Partner Search Functionality

Guide for Applicants

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/topic-details/horizon-msca-2023-se-01-01>

# Proposal: two parts

## Part A

- Filled out online in the FTOP Submission Portal
- Administrative information about the applicants



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## Part B

- 'Standard Application Template, to be downloaded from the Submission Portal
- Technical description of the project
- Follow the standard application template (structure, formatting rules)

Call: **insert call identifier** — **insert call name**

EU Grants: Application form (Part B) (HE MSCA SE): V3.0 – 05.10.2023

### START PAGE COUNT – MAX 30 PAGES

[This document is tagged. Do not delete the tags; they are needed for processing.] #APP-FORM-HEMSCASE@#

#### 1. Excellence #REL-EVA-RE@#

##### 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)

Required sub-headings:

- Introduction, objectives and overview of the research and innovation programme. Detail the research and innovation objectives. Are the objectives measurable and verifiable? Are they realistically achievable?
- Pertinence and innovative aspects of the research programme (in light of the current state of the art and existing programmes / networks). Describe how your project goes beyond the state-of-the-art, how the overall research programme will deliver scientific breakthroughs, and the extent to which the proposed work is ambitious.

The action should be divided in **Work Packages** and described in the table below. The Work Packages should reflect the research objectives. Only brief headings and overviews of the Work Packages should be presented in Table 1. More details in terms of actual implementation should be provided in the tables under section 3.1.

Table 1 – Work Package<sup>1</sup> (WP) List

Work Package No	Work Package Title	Activity Type (e.g. Research, Management, Communication, Dissemination) <sup>2</sup>	Number of person-months involved per secondment <sup>3</sup>	Lead participant	Start month	End month

The title of the scientific Work Packages should give a good idea of the scope of the research & innovation objectives of that Work Package.

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

Required sub-headings:

- Overall methodology: Describe and explain the overall methodology including the concepts, models and assumptions that underpin your work. Explain how this will enable you to deliver your project's objectives. Refer to any important challenges you may have identified in the chosen methodology and how you intend to overcome them.

# Start your application on FTOP



## Part A – online submission mask

### Create proposal

**Deadline**  
28 February 2024 17:00:00 Brussels Local Time  
138 days left until closure

**Call data**  
Call: HORIZON-MSCA-2023-SE-01  
Topic: HORIZON-MSCA-2023-SE-01-01  
Type of action: HORIZON-TMA-MSCA-SE  
Type of MGA: HORIZON-AG-UN

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

Download Part B templates  
[Download part B templates](#)

**Application Template (Part B)**

Please submit your proposal at the latest **48 hours before the deadline** (to avoid system congestion or system incompatibility issues). Late proposals will not be accepted. Don't wait until the end because you are worried about confidentiality – we will not open the proposals before the deadline. **You can submit the proposal as many times as you wish up until the deadline.** Each new submitted version will replace the previous one.

**Find your organisation**

PIC  Short name

Organisations you have been previously associated with. (Click to select)

PIC: 906446474  
UKRI  
POLARIS HOUSE NORTH STAR AVENUE  
SWINDON, UK  
VAT: GB287461957

- Institutions register on the portal, and get a **Participant Identification Code (PIC) number**
- Applicants can register to the Portal using the 'Register' Button
- Applicants need to use the PIC number of their institution
- The applicants' research office can help

Your role

# Including Associated Partners in The Proposal

- Must be included as a 'Partner' in part A (even if not requesting EC funding)
- Associated Partners from countries not eligible for EC funding, or not requesting exception funding, must encode zero (0) "number of seconded researchers" and zero (0) "number of person months".
- Must be fully integrated throughout ALL of part B1
- Must be included in table 7 is part B2



**Horizon Europe Programme**  
**Standard Application Form**  
**Marie Skłodowska-Curie Actions - Staff**  
**Exchanges (HE MSCA SE)**

**Project proposal – Technical description (Part B1)**

Version 3.0  
05 October 2023



# What to include in the Letter of Commitment

- Must demonstrate real and active participation in the proposed network
- be signed by an authorised person
- If letter does not follow the template or fails to give enough information on the associated partner's role and/or enough assurance on their commitment in the project may negatively impact the evaluation of the proposal under 'Implementation'
- the experts may penalise the proposal on these aspects under the implementation evaluation criterion.
- Make sure that the content of the Letters from Associated Partners match their stated tasks in the proposal
- Letters needs to refer to the proposal (call, acronym and call identifier) as well as the commitment to implement the secondments indicated in the proposal
- If providing a financial contribution, make this clear in the Letter
- In Section 3.2 can directly reference the Letters of Commitment

## 2.1. Template of Commitment letter for associated partners

- On headed paper of the associated partner organisation
- Beyond any additional information that the associated partner wishes to indicate in its letter of institutional commitment, the following text should appear in all its parts and with no modifications:

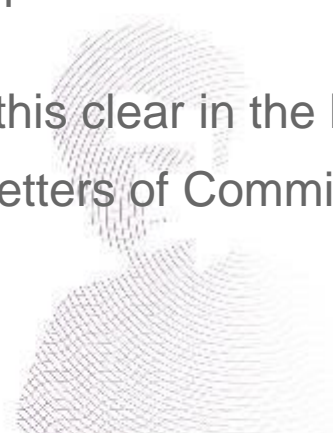
I undersigned<sup>1</sup> \_\_\_\_\_, in my quality of Legal Authorized Representative of<sup>2</sup> \_\_\_\_\_, commit to set up all necessary provisions to send/host the secondments contributing to the development and implementation of the proposal number \_\_\_\_\_ - acronym \_\_\_\_\_ submitted within the call **HORIZON-MSCA-2023-SE-01** should the proposal be funded.

We will contribute to the [explanation of the activities performed by the associated partner organisations in order to ensure a successful implementation of the project].

I am aware of and agree with the principle that the setting up of such provisions is a precondition for the proposal to be funded.

[Free field for any additional information that the participating organisation wishes to indicate]

We are pleased to provide any additional information on our commitment towards the project upon your request or the request of the European Commission.



# Evaluation Criteria



Three weighted Evaluation Criteria  
 Outlined in the [2023-24 MSCA Workprogramme](#), p.101  
 Guidance for Evaluators is published on the [Call Webpage](#).

Excellence	Impact	Quality and efficiency of the implementation
Quality and pertinence of the project's <b>research and innovation objectives</b> (and the extent to which they are ambitious, and go beyond the state of the art)	Developing new and lasting <b>research collaborations</b> , achieving <b>transfer of knowledge</b> between participating organisations and contributing to improving <b>research and innovation potential</b> at the European and global level	Quality and effectiveness of the <b>work plan</b> , assessment of <b>risks</b> , and appropriateness of the effort assigned to work packages
Soundness of the <b>proposed methodology</b> (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)	Credibility of the measures to enhance the <b>career perspectives</b> of staff members and contribution to their <b>skills development</b>	Quality, capacity and role of each participant, including <b>hosting arrangements</b> and extent to which the consortium as a whole brings together the necessary expertise
Quality of the proposed <b>interaction between the participating organisations</b> in light of the research and innovation objectives	Suitability and quality of the measures to <b>maximise expected outcomes and impacts</b> , as set out in the dissemination and exploitation plan, including communication activities  The magnitude and importance of the project's contribution to the expected <b>scientific, societal and economic impacts</b>	
<b>50%</b>	<b>30%</b>	<b>20%</b>



# Evaluation Criteria

Excellence	Impact	Quality and efficiency of the implementation
Quality and pertinence of the project's <b>research and innovation objectives</b> (and the extent to which they are ambitious, and go beyond the state of the art)	Developing new and lasting <b>research collaborations</b> , achieving <b>transfer of knowledge</b> between participating organisations and contributing to improving <b>research and innovation potential</b> at the European and global level	Quality and effectiveness of the <b>work plan</b> , assessment of <b>risks</b> , and appropriateness of the effort assigned to work packages
Soundness of the <b>proposed methodology</b> (including <b>interdisciplinary approaches, consideration of the gender dimension and other diversity aspects</b> if relevant for the research project, and the <b>quality and appropriateness of open science practices</b> )	Credibility of the measures to enhance the <b>career perspectives</b> of staff members and contribution to their <b>skills development</b>	Quality, capacity and role of each participant, including <b>hosting arrangements</b> and extent to which the consortium as a whole brings together the necessary expertise
Quality of the proposed <b>interaction between the participating organisations</b> in light of the research and innovation objectives	Suitability and quality of the measures to <b>maximise expected outcomes and impacts</b> , as set out in the dissemination and exploitation plan, including communication activities	
	The magnitude and importance of the project's contribution to the expected <b>scientific, societal and economic impacts</b>	
50%	30%	20%

# Further Considerations



# Attractive Working and Employment Conditions

## Good Research Environment

### [Declaration on Sustainable Researcher Careers](#)

A joint declaration on sustainable researcher careers

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

### [The European Charter for Researchers](#)

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

### [The Code of Conduct for Recruitment](#)

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



# MSCA Guidelines for Supervision

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

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

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

**Direct references to MSCA Green Charter**

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



# MSCA Related EU Policies

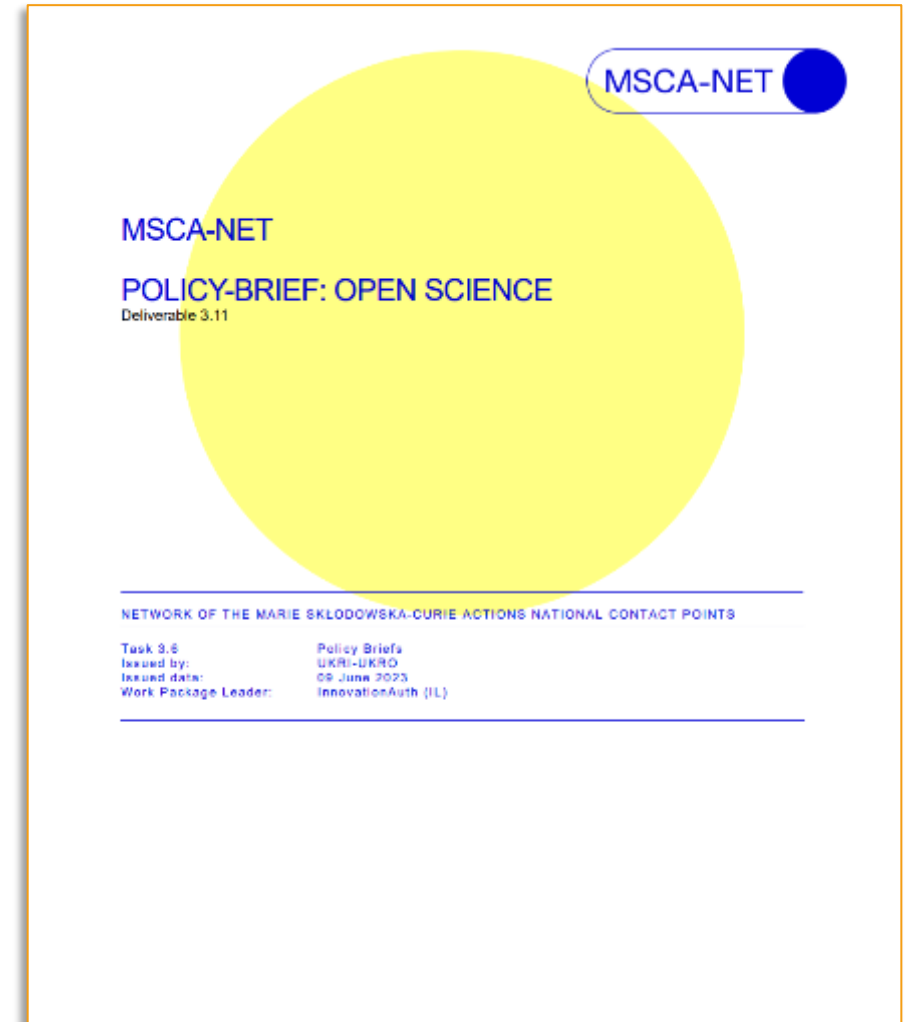
- Contribution to the [European Research Area](#) and [European Education Area](#)
- Committed to the [EU Charter for Researchers](#), [The Code of Conduct for the Recruitment of Researchers](#) and [Innovative Doctoral Training Principles](#)
- Supports underlying principles of [Open Science](#), [Responsible Research & Innovation](#)
- Support and encourage good supervision – [MSCA Guidelines on Supervision](#)
- Promotes Sustainable behaviours and policies – [MSCA Green Charter](#)



# Addressing Open Science

Needs to be considered in terms of the research and the way it is undertaken as well as training

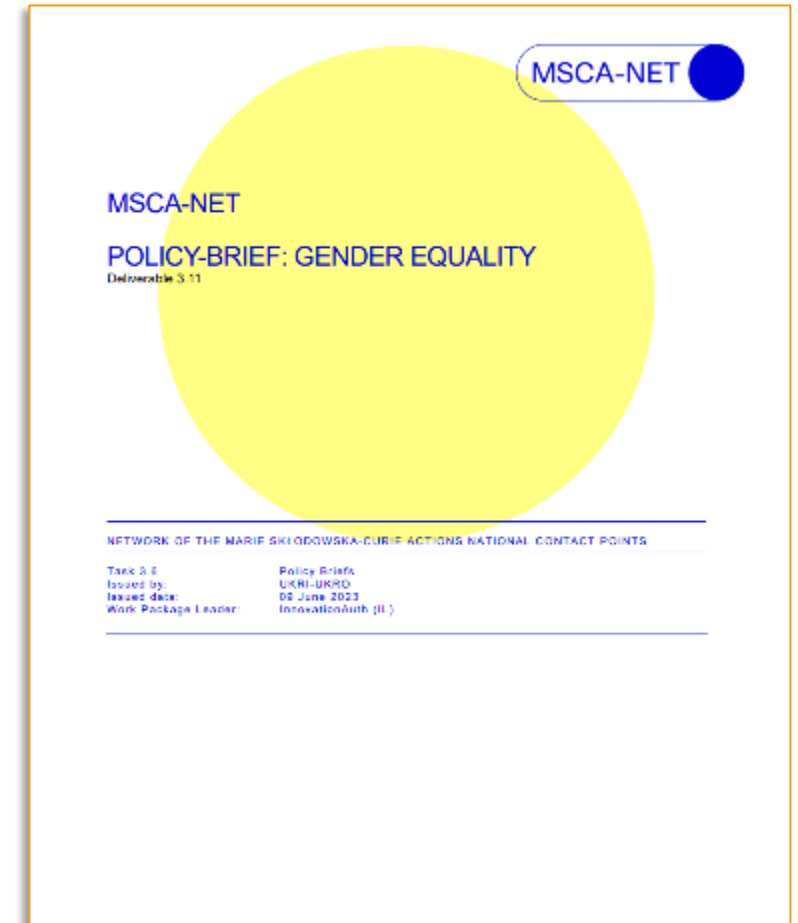
- Using open knowledge sources, e.g., open data, open publications, samples etc.
- Early and open sharing of research e.g., pre-registration, registration of reports, pre-prints, crowdsourcing etc.
- Providing open access to all research results and outputs including software, models, algorithms, and 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



# Addressing gender and intersectionality

Needs to be considered in terms of the research, training, personnel involved in the project

- 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?
- Do you have a diverse panel of external/independent evaluators?



# Dissemination, Exploitation and Communication

Includes communicating about the programme (awareness raising, structural impact) as well as communication, dissemination and exploitation of results

## Dissemination

Promotion and raising awareness of project results

## Exploitation

Using the results, such as for commercial purposes or in public policymaking

## Communication

Making your research activities known to society throughout project life span – **Public Engagement**

**COMMUNICATION, DISSEMINATION & EXPLOITATION**  
WHAT IS THE DIFFERENCE AND WHY THEY ALL MATTER

Communication	Dissemination	Exploitation
<b>Description</b> Communicate to stakeholders and the media	<b>Description</b> Make knowledge and results publicly available to the general public	<b>Description</b> Make use of results of research for commercial, industrial and public purposes
<b>How</b> <ul style="list-style-type: none"><li>• Adopt a holistic strategic approach</li><li>• Tailoring the message</li><li>• Using digital technologies</li></ul>	<b>How</b> <ul style="list-style-type: none"><li>• Publish open access</li><li>• Present at conferences</li><li>• Submit for review (e.g. journal articles, books)</li><li>• Conferences</li></ul>	<b>How</b> <ul style="list-style-type: none"><li>• Create a business plan, patent, or license</li><li>• Start a new business, start-up, spin-off</li></ul>
<b>Why</b> From the start until the end of the action	<b>Why</b> <ul style="list-style-type: none"><li>• Free and open access to research results</li><li>• Avoid duplication</li><li>• Make the most of the results of the project</li></ul>	<b>Why</b> <ul style="list-style-type: none"><li>• Beyond the end of the action and beyond, as well as, in particular, results are available</li><li>• Up to four years after the end of the project</li></ul>
<b>EU Legal and Financial Framework</b> Article 17 of Horizon Europe Grant Agreement	<b>EU Legal and Financial Framework</b> Article 17 of Horizon Europe Grant Agreement	<b>EU Legal and Financial Framework</b> Article 17 of Horizon Europe Grant Agreement

**EUROPEAN COMMISSION TOOLS TO SUPPORT COMMUNICATION, DISSEMINATION AND EXPLOITATION**



# Addressing D,E & C

	<b>Objective</b>	<b>Focus</b>	<b>Target Audience</b>
<b>Communication</b>	Researching out to society Demonstrating impact and benefits	Informing about and promoting the project and the results/successes	Multiple audiences
<b>Dissemination</b>	Transfer of knowledge and results Aim to enable others to use and take up results	Ensure results are available and able to be used by others	Those that are interested in the potential use of the results
<b>Exploitation</b>	Use of project results through scientific, economical, political or societal exploitations Turn R&I actions into concrete value and impact for society	Make concrete use of results	People/organisations, including project partners that can make concrete use of the results User groups



# Proposal Advice

- Read all call documentation and the evaluation criteria on the [2023 MSCA Staff Exchanges Call Webpage](#).
- Closely follow the call requirements and the proposal template
- Be in line with the action's objectives and expected outcomes
- Describe the benefits of cooperation and how they can go beyond this project
- Make it easy for the evaluators to find the information
- Use clear and concise language
- Include diagrams, images, tables if appropriate
- Research previous and current projects
- Find colleagues to proofread drafts with the evaluation criteria in mind
- Consider any relevant EU policy documents and highlight that your proposal addresses EU policy priorities and/or societal challenges



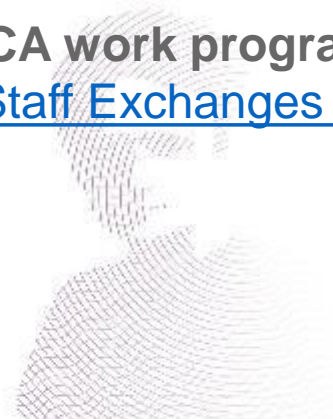
# Call details

## MSCA Staff Exchanges 2023 (HORIZON-MSCA-2023-SE-01)

### Indicative timeline

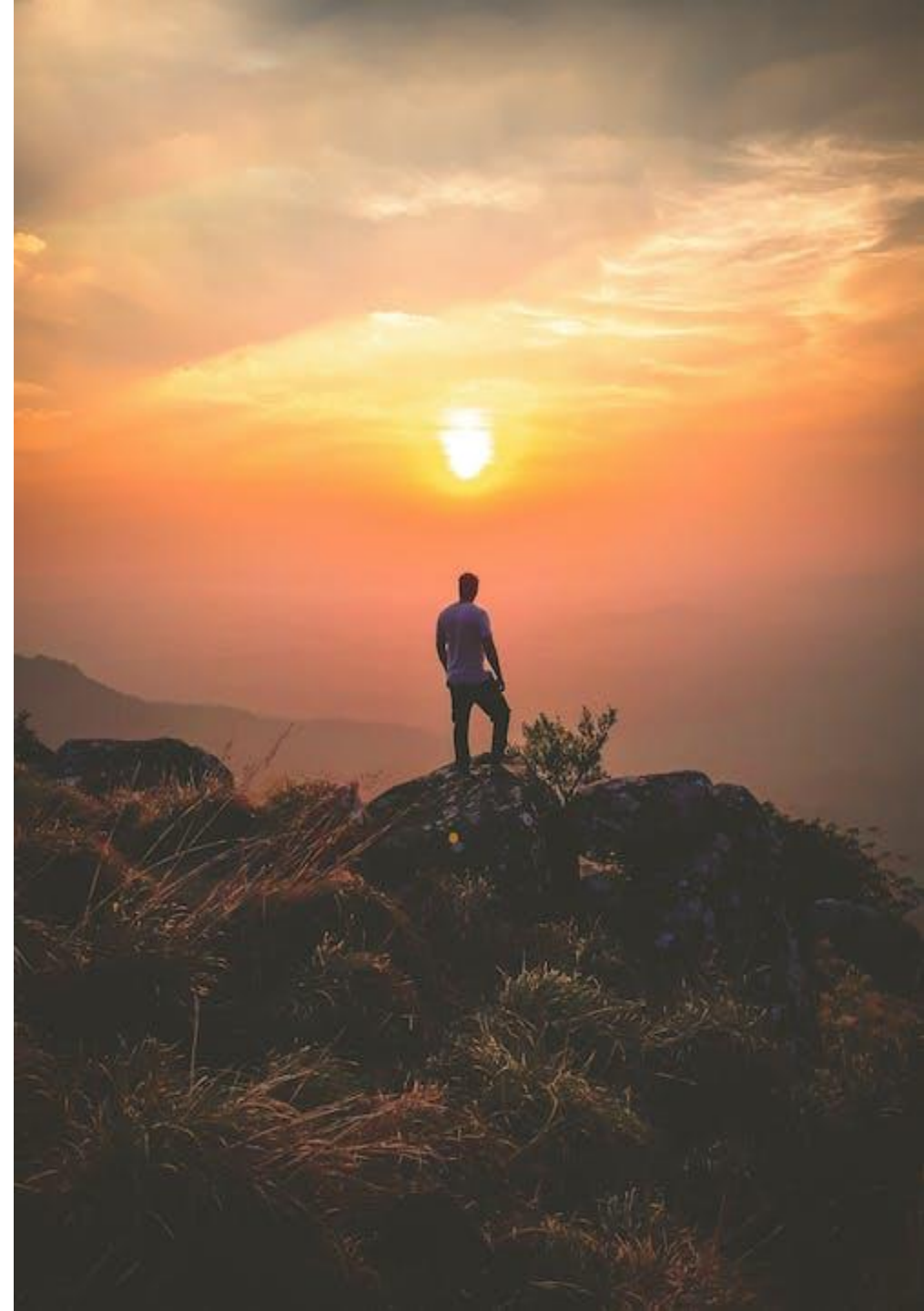
Call opens	5 October 2023
Call deadline	<b>28 February 2024 4pm UK time</b> (5pm Brussels time)
Notification of results	June/July 2024
Earliest project start date	November 2024
Budget	EUR 78.5 million

Call documents (**guide for applicants, MSCA work programme** etc) and submission system available on the [MSCA Staff Exchanges 2023 call page](#)



# Our UK MSCA webinars on the 2023 MSCA SE Call

- [Session 1: Overview and Eligibility Criteria](#) 21 November, 10:00-12:00 UK Time.
- [Session 2: Practical Considerations](#) 22 November, 09:30-10:30 UK Time.



# Resources

**MSCA Work Programme 2023-2024** [https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/wp-call/2023-2024/wp-2-msca-actions\\_horizon-2023-2024\\_en.pdf](https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/horizon/wp-call/2023-2024/wp-2-msca-actions_horizon-2023-2024_en.pdf)

**Marie Skłodowska-Curie Actions Website** <https://marie-sklodowska-curie-actions.ec.europa.eu/>

**Horizon Europe MSCA - How to apply** [https://rea.ec.europa.eu/funding-and-grants/horizon-europe-marie-sklodowska-curie-actions/horizon-europe-msca-how-apply\\_en#ecl-inpage-293](https://rea.ec.europa.eu/funding-and-grants/horizon-europe-marie-sklodowska-curie-actions/horizon-europe-msca-how-apply_en#ecl-inpage-293)

**MSCA-NET project** <https://msca-net.eu/>

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

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

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

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





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# Thank you Questions?



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