



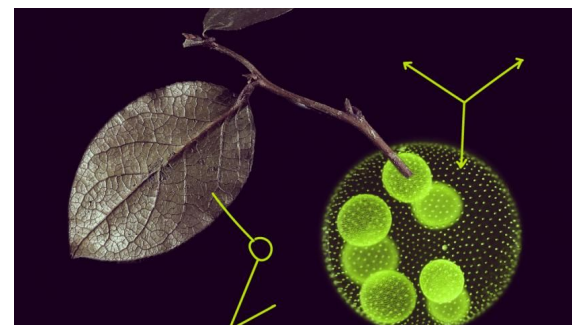
UNIVERSIDAD
DE GRANADA

Vicerrectorado de Investigación
y Transferencia



OFPI
Oficina de Proyectos
Internacionales

Marie Skłodowska-Curie Postdoctoral Fellowship Individual Proposal Call 2023 - Workshop



OFPI - International Research Project Office

<http://ofpi.ugr.es/>
promofpi@ugr.es



About the presenters



Moderator

- María José Martín Bautista

UGR OFPI -> Director for Promotion and Advisory Unit

Speaker

- Cristina Martínez-Zaldívar Moreno

UGR OFPI -> Promotion and Advisory Unit (Health, Biological and Earth Science)

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CERTIFICATE OF ATTENDANCE



TO RECEIVE THE
CERTIFICATE OF ATTENDANCE
YOU NEED TO COMPLETE
THE E-FORM

LINK WILL BE AVAILABLE IN THE
GOOGLE MEET CHAT

A sample certificate of attendance form from the University of Granada. It features the university's logo at the top, followed by the text 'Vicerrectorado de Investigación y Transferencia'. The main body of the form contains the text: 'La Oficina de Proyectos Internacionales (OFPI) de la Universidad de Granada hace constar que: XXXXXXXXXXXXXXXX ha asistido a la XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX celebrada de forma ONLINE en Granada el XXXXXXXXX con una duración de X horas lectivas.' At the bottom, there is a logo for 'OFPI Oficina de Proyectos Internacionales'.

OFPI Social networks



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NEWSLETTER OFPI



UNIVERSIDAD
DE GRANADA

Información Servicios Convocatorias internacionales



Newsletter OFPI UGR


Newsletter OFPI UGR

LEER MÁS

!! New !!

NEWSLETTER OFPI



 <https://ofpi.ugr.es/newsletter>




[Información](#) [Servicios](#) [Convocatorias internacionales](#)



 / NEWSLETTER

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- **Responsable:** Universidad de Granada
- **Legitimación:** La Universidad de Granada se encuentra legitimada para tratar sus datos en base al artículo 6.1.a) RGPD: El interesado dio su consentimiento para el tratamiento de sus datos personales para uno o varios fines específicos.
- **Finalidad:** La finalidad del tratamiento es gestionar su suscripción a listas de distribución y enviarle periódicamente por medios electrónicos la información solicitada.
- **Destinatarios:** No se prevén.
- **Derechos:** Tiene derecho a solicitar el acceso, oposición, rectificación, supresión, limitación o portabilidad del tratamiento de sus datos, tal y como se explica en la información adicional.
- **Información adicional**

☐ Presto consentimiento de uso de mis datos personales para la finalidad arriba indicada *

ENVIAR

REGULATIONS OFPI



Reglamento solicitud y gestión proyectos OFPI

Reglamento para La Solicitud y Gestión de los Proyectos Internacionales de I+D+i

[LEER MÁS](#)

Project application and management

REGULATIONS OFPI



🏠 / Información / Noticias / REGLAMENTO PARA LA SOLICITUD Y GESTION DE LOS PROYECTOS INTERNACIONALES DE IDI

Reglamento para la solicitud y gestión de los Proyectos Internacionales de I+D+i

📅 12/01/2021

Se ha publicado el Reglamento para la solicitud y gestión de los Proyectos Internacionales de I+D+i aprobado en la sesión ordinaria del Consejo de Gobierno de 18 de diciembre de 2020 en el Boletín Oficial de la Universidad de Granada nº163 (22 de diciembre de 2020).



ADJUNTO

TAMAÑO

📎 NCG163/2: Reglamento para La Solicitud y Gestión de los Proyectos Internacionales de I+D+i

530.17 KB

[Regulations for the application and management of international projects OFPI](#)

OJO AL DATO

Awareness-raising campaign on personal data protection



Approach to data processing in research



- Aproximación al tratamiento de datos en la investigación.

Tabla de contenido

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2. Obligaciones principales en el tratamiento de datos personales en la investigación.....	3
3. Alcance del consentimiento en la investigación científica.....	4
4. El análisis de riesgos y la evaluación de impacto en el tratamiento de datos personales en la investigación.....	4
5. Cuestionario_Guía sobre el tratamiento de datos personales en la investigación.....	5
6. Documentos disponibles para descarga.....	6
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• Apuntes sobre protección de datos en encuestas y cuestionarios. Orientaciones para su diseño.....	6
• Modelo de compromiso de confidencialidad.....	6
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Seal of Excellence



The HRS4R (Human Resources Strategy for Researchers) has been structured and launched by the European Commission as a tool to support universities and research institutions and all organizations that fund research in application of the "Charter European researcher" and the "Code of conduct for the recruitment of researchers" which aim to contribute to the development of an attractive European labour market for them.



HR EXCELLENCE IN RESEARCH

The HR Excellence in Research Award gives public recognition to research institutions that have made progress in aligning their human resources policies with the principles set out in the Charter & Code.

The UGR obtained the HR Excellence in Research Award on 31 May 2017.

In line with the Code of Conduct for Researchers, the University of Granada is committed to ensuring that recruitment and selection procedures are fair and transparent.

The "HR Excellence in Research" logo is a recognition of the institution's continuous improvement.

MSCA PF 2023 APPLICATION



Información Servicios Convocatorias internacionales



SOLICITUD MSCA PF 2023

Solicitud MSCA PF
2023

Solicitud Marie Skłodowska Curie
Postdoctoral Fellowship
convocatoria 2023

LEER MÁS

[MSCA PF 2023 Application](#)

DISCLAIMER

This workshop aims to offer a series of tips and recommendations to improve the scientific part of the proposal. The applicant is solely responsible for the implementation of those suggestions in their proposals.

Please also note that some of the information in this presentation is based on personal learning and does not constitute direct information from the EC.

The main documents that the researcher must follow are the MSCA Official Applicant's Guide, the Project proposal – Technical description (Part B) and the Evaluation Form (HE MSCA).

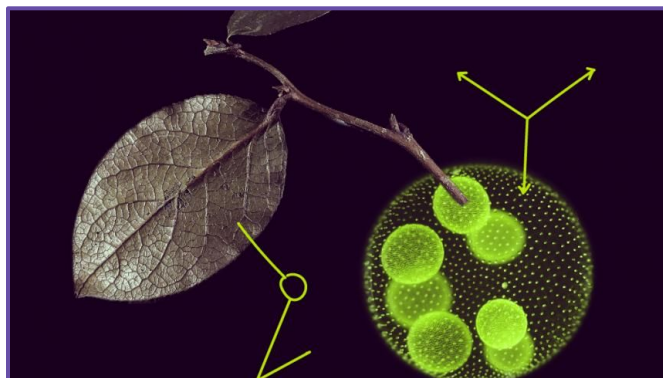
Marie Skłodowska-Curie actions Postdoctoral Fellowships (MSCA PF)



Content:

- ❖ [Marie Skłodowska-Curie Actions \(MSCA\) PF Overview](#)
- ❖ [How to approach the project](#)
- ❖ [Proposal Structure](#)
- ❖ [Evaluation Criteria](#)
- ❖ [Writing a PF Proposal](#)
 - [Form A](#)
 - [Part B1](#)
 - [Part B2](#)
- ❖ [General Tips](#)
- ❖ [Useful links](#)





Marie Skłodowska-Curie PF Actions (MSCA) overview

OVERVIEW

Horizon Europe



PILLAR 1 EXCELLENT SCIENCE

EUROPEAN RESEARCH
COUNCIL

MARIE SKŁODOWSKA-CURIE
ACTIONS

RESEARCH
INFRASTRUCTURES

PILLAR 2 GLOBAL CHALLENGES AND EUROPEAN INDUSTRIAL COMPETITIVENESS

CLUSTERS

- HEALTH
- CULTURE, CREATIVITY AND INCLUSIVE SOCIETY
- CIVIL SECURITY FOR SOCIETY
- DIGITAL, INDUSTRY AND SPACE
- CLIMATE, ENERGY AND MOBILITY
- FOOD, BIOECONOMY, NATURAL RESOURCES, AGRICULTURE AND ENVIRONMENT

JOINT RESEARCH CENTRE

PILLAR 3 INNOVATIVE EUROPE

EUROPEAN INNOVATION
COUNCIL

EUROPEAN INNOVATION
ECOSYSTEMS

EUROPEAN INSTITUTE
OF INNOVATION
AND TECHNOLOGY

WIDENING PARTICIPATION AND STRENGTHENING THE EUROPEAN RESEARCH AREA

WIDENING PARTICIPATION AND SPREADING EXCELLENCE

REFORMING AND ENHANCING THE EUROPEAN R&I SYSTEM

OVERVIEW

Horizon Europe



PILLAR 1 EXCELLENT SCIENCE

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MARIE SKŁODOWSKA-CURIE
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PILLAR 2 GLOBAL CHALLENGES AND EUROPEAN INDUSTRIAL COMPETITIVENESS

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OVERVIEW

MSCA General Aspects



**Intersectorial
and
interdisciplinary
mobility**



**Strong
International
dimension**



**Excellence
Bottom-up**



**Training
Soft Skills
Professional
development**



**Impact for
researchers**



**Impact for
institutions**



**Impact for R&I
system**

- Gender friendly and inclusive
- Focus not only on dissemination, but on public outreach
- Synergies with European Policies, such as Green Deal, bridging ERA and EEA



OVERVIEW

MSCA General Aspects



Open to all scientific fields



+ EURATOM Areas



100% Unit Cost are covered

APORTACIONES PARA EL PERSONAL INVESTIGADOR			APORTACIONES INSTITUCIONALES	
Coste salarial	Partida de movilidad	Partida de familia (si aplica)	Investigación, formación y networking	Gestión y costes indirectos



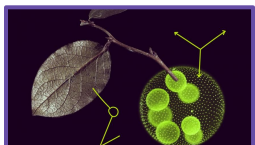
OVERVIEW

MSC ACTIONS



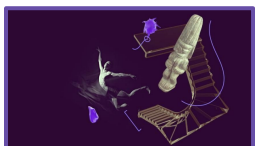
MSCA Doctoral Networks (DN)

- Networks training PhD candidates



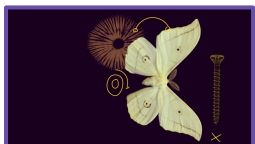
MSCA Postdoctoral Fellowships (FP)

- Postdoctoral researchers



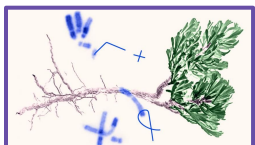
MSCA Staff Exchange (SE)

- Any type of research(-related) staff



MSCA Co-funding of regional, national and international programmes (COFUND)

- Co-funding for training programmes

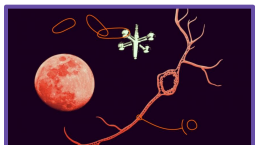


MSCA and Citizens

- Public outreach events

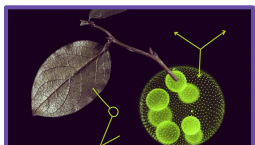
OVERVIEW

MSC ACTIONS



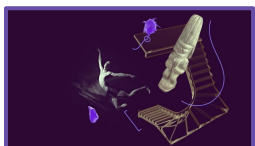
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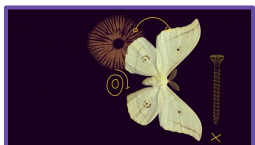
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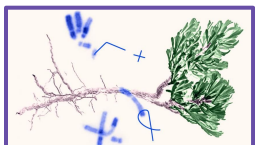
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MSCA and Citizens

- Public outreach events

OVERVIEW

CALL TIMELINE



Submit Early, Submit Often
Commission collects proposals at Deadline

Call ID	Opens	Closes	Budget
HORIZON-MSCA-2023-PF-01	12.04.2023	13.09.2023	260.46M €



HORIZON-MSCA-2023-PF-01



[European Research Executive Agency-MSCA Postdoctoral Fellowships](#)

OVERVIEW

MSCA PF 2023: What is it?



Main objectives:

- **Foster excellence** through implementation of research project.
- Enhance the **creative and innovation potential** of researchers holding a PhD (training on transferable skills & career development)
- Focus on **I3** (international, inter-sectoral, interdisciplinary) mobility.
- Improve **employability** and **career prospects** within academia and beyond.
- Bridges and **exposure to the non- academic sector**.
- **Career development** of researchers.

OVERVIEW

MSCA PF 2023: What is it?



Main objectives:

WHO?

An individual postdoctoral researcher and a host organisation



Supervisor

HOW?

An excellent research deployed to the scientific proposal

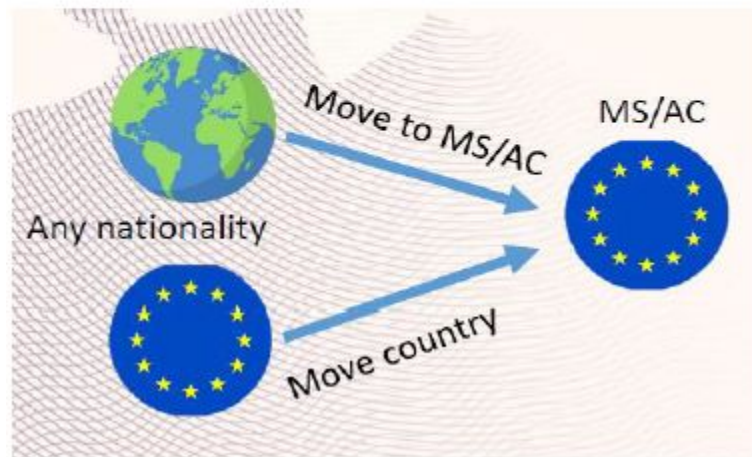
OVERVIEW

MSCA PF 2023: Two types



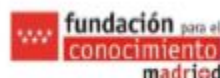
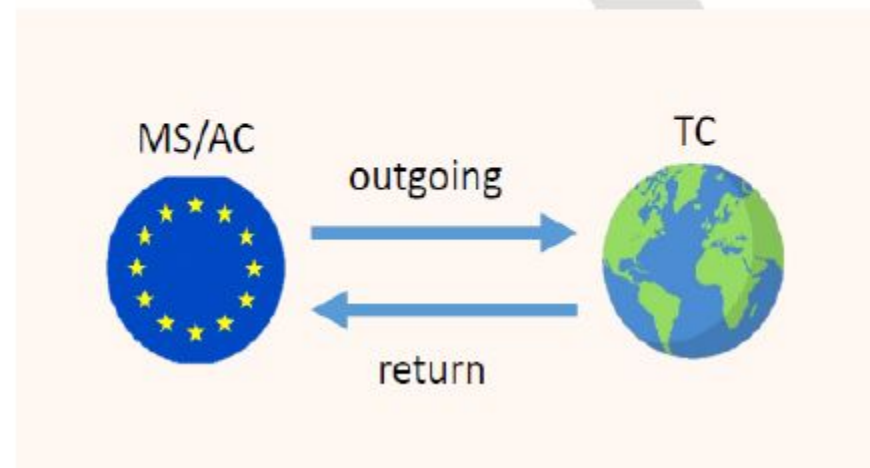
European Fellowships (EF)

12 – 24 months in Europe



Global Fellowships (GF)

12-24 months outside of Europe +
12 months return phase in Europe

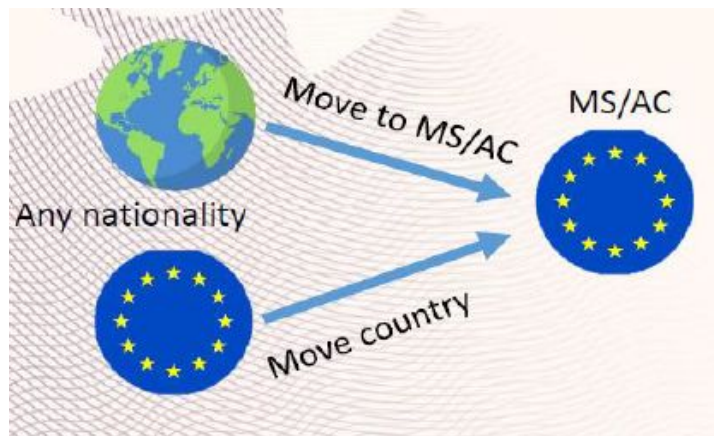


OVERVIEW

MSCA PF 2023: Two types



European Fellowships



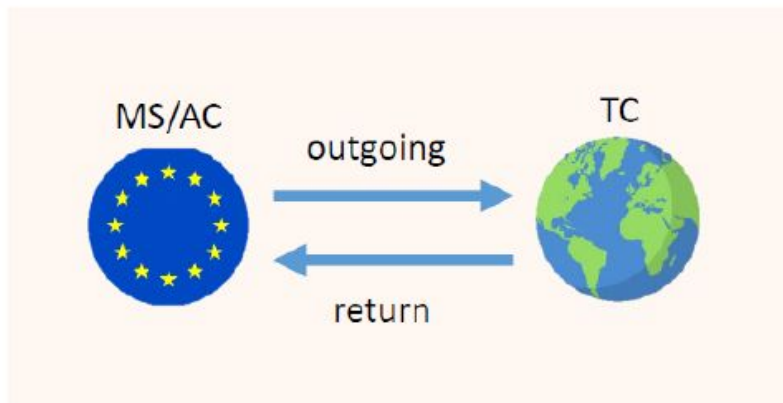
- Project to be carry out at a **beneficiary in Europe, with a duration of 12-24 months**
- **Open to all nationalities**
- **Mobility rule:** not more than 12/36 months in the country of the beneficiary prior to 13/09/2023
- Researchers awarded a PhD and not more than **8 years** of research experience by 13/09/2023
- Exceptions apply
- **Secondments** can take place, anywhere in the world
- Possible 6 months extension to carry out a **non-academic placement** in Europe

OVERVIEW

MSCA PF 2023: Two types



Global Fellowships



- **Initial** outgoing phase outside of Europe (to a Third Country for 12 24 months) and a **final** return phase in Europe (12 months) at the beneficiary
- **Open to european researchers and long term residents in MS/AC**
- Researchers awarded a PhD and not more than **8 years** of research experience by 13/09/2023
- Exceptions apply
- **Mobility rule:** not more than 12/36 months in **the country of the outgoing phase** prior to 13/09/2023
- Duration: 24 36 months
- **Secondments** can take place, anywhere in the world
- Possible 6 months extension to carry out a **non academic placement** in Europe



OVERVIEW

ERA Fellowships 2023



ERA FELLOWSHIPS

- Funding of excellent projects not funding by MSCA
- Open to European Fellowships only
- Researchers from any nationality submitting a project with a Widening country
- Indicate “YES” at submission stage
- Researchers will not be MSCA fellows

Which countries are concerned?

Member States: Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Luxembourg, Malta, Poland, Portugal, Romania, Slovakia, Slovenia and outermost regions - Guadeloupe, French Guiana, Réunion, Martinique, Mayotte and Saint-Martin (France), and the Canary Islands (Spain).

Associated Countries: Armenia, Bosnia and Herzegovina, North Macedonia, Georgia, Moldova, Montenegro, Serbia and Turkey and in process of association: Albania, Faroe Islands, Tunisia, Ukraine



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OVERVIEW

EURATOM projects



EURATOM

- Participants (researcher and institution-s) must be from MS or AC to EURATOM
- Topics specified in the Guide for Applicants
- Open to both modes (EF and GF)
- Indicate “YES” at submission stage
- Proposals evaluated in the corresponding scientific panel



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OVERVIEW Novelties



HISTORY OF CHANGES			
Version	Publication Date	Change	Page
1.0	22 June 2021	• Initial version (2021 call)	
1.1	11 May 2022	• Addition of definition of Gender Equality Plan	4
		• Revision of definition of Associated Partners for submission purposes	4
		• Addition of procedure for the evaluation of resubmitted proposals	6
		• Revision of eligibility of non-compliant non-academic placements	7
		• Addition of Doctoral degree as eligibility criterion	7, 9
		• Clarification on how to encode secondments and non-academic placements	10
		• Clarification on short visits	11
		• Clarification on secondments for GF	11
		• Clarification on description of secondments and non-academic placements in part B2	11-12
		• Clarification on how to apply for EURATOM funding	12
		• Clarification on part B2 content	13
		• Clarification on abstract content	14
		• Link to 8-years research experience calculation tool added	15
		• Link to FAQs	16
1.2	06 July 2022	• Clarification on the conditions for a successful PhD defence	7, 8, 9
2.0	03 April 2023	• Link to Horizon Europe general Annexes updated to 2023-2024 version	5
		• Statement on the evaluation of eligible resubmissions	6
		• Removal of the requirement to include a letter of commitment for non-academic placements	6,12
		• Secondment and non-academic placement table divided into "general principles" and "how to fill in the application/submission forms"	11,12
		• Rephrasing of secondment at the start of the fellowship for Global fellowship	11
		• Reference to Part A, section 5, question on secondment removed	12
		• Reference to the new section on "Environmental considerations in light of the MSCA Green Charter" added.	15



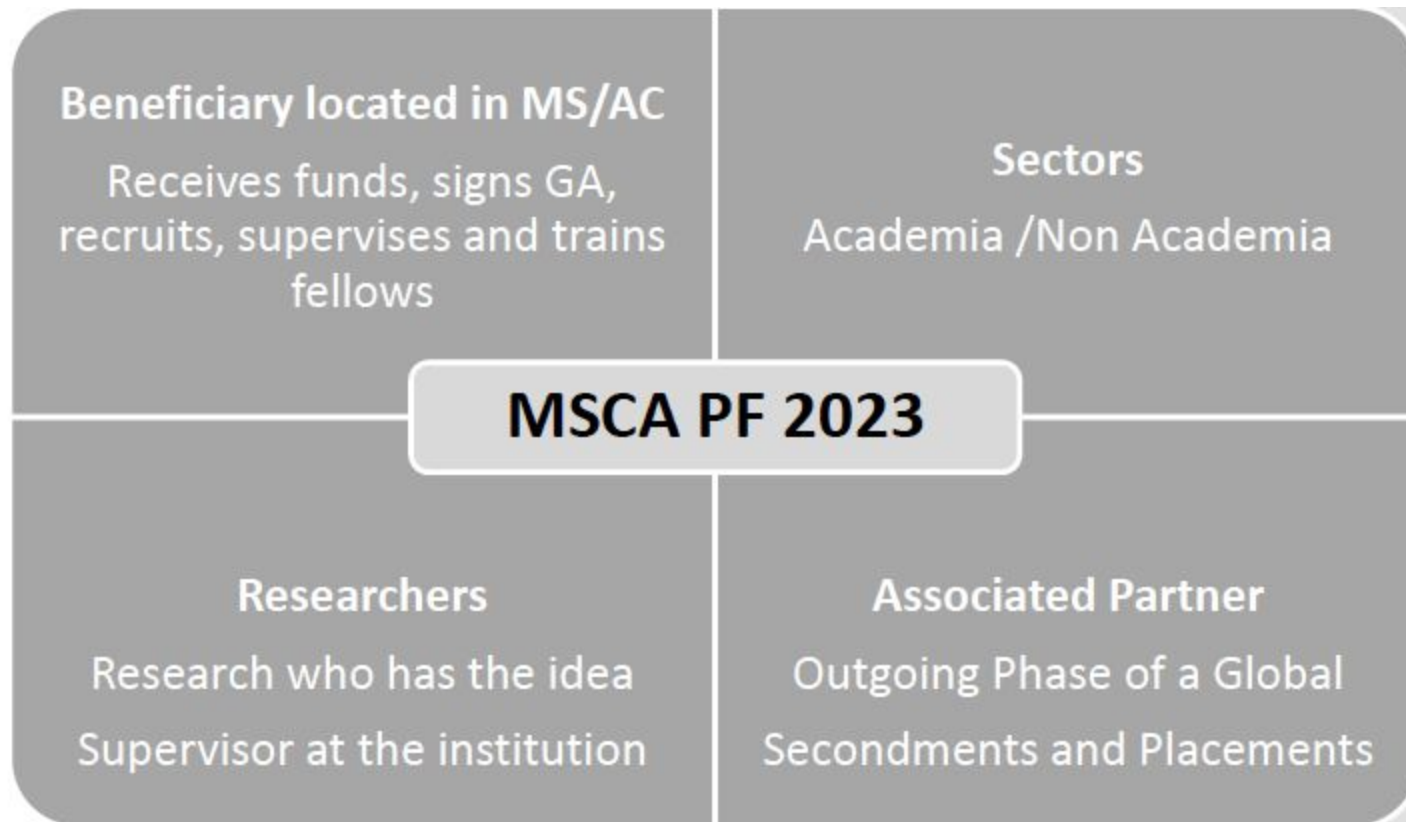
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OVERVIEW

Who does it work?



Letters of Commitments compulsory for the Associated Partners of the outgoing phase of the Global Fellowships(GF)



OVERVIEW Eligible researchers



All measured at call deadline: 13/09/2023



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OVERVIEW



Eligibility conditions: 8-years research experience

- **REA Guidelines (MSCA-PF 2023):**

[Guidelines calculation of 8-years research experience](#)

- **REA Self-assessment tool (MSCA-PF 2023):**

[MSCA PF 2023 - How to Apply](#)

OVERVIEW



MSCA PF 2023:

Having obtained the PhD and having not more than 8 years of research experience by 13/09/2023

Exceptions can apply

- Maternity leave: 18 months for each child born after the PhD Award date
- Paternity leave: exact duration per child born after the PhD Award date
- Long term sick leave
- Time spent not working in research
- Compulsory national service
- Research in a non-associated Third Country (TC), only for nationals or long term residents of MS/AC wishing to reintegrate in Europe: they must be based in the TC at the call deadline of have directly moved to Europe within the 12 month period immediately prior to the call deadline



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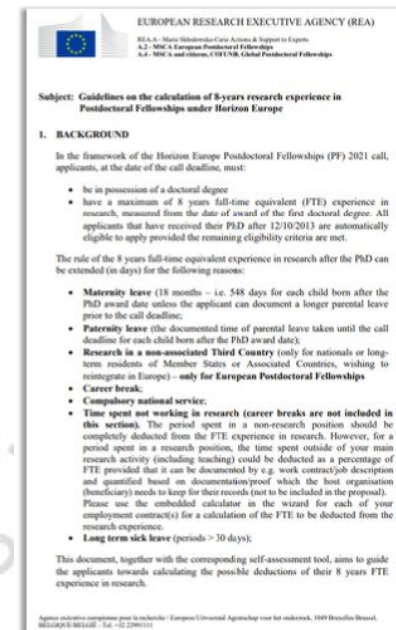
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What do we mean by full-time equivalent research experience

- **Applicant must be active in research (EC FAQ)**
 - Be employed or holding a scholarship in research
 - Parental leave, unpaid leave, sick leave do not count as periods of active engagement in research
 - even if a formal employment relationship exists during these periods
 - Publication activities or mere association to a university (i.e. any other link to the university that is not considered as an employment contract or a fellowship agreement) are not considered as periods of active engagement in research
 - Time spent teaching or undertaking admin activities are also not considered periods of active research
 - Must be documented by e.g. work contract/job description and quantified based on documentation/proof which the host organisation (beneficiary) needs to keep for their records



[Guide for applicants - MSCA PF 2023](#)

OVERVIEW

PhD Equivalent



What if I have had my viva/PhD defence but don't have my award?

Applicants who have successfully defended their doctoral thesis on or before the call deadline, but have not yet formally been awarded their degree will be considered as postdoctoral researchers.

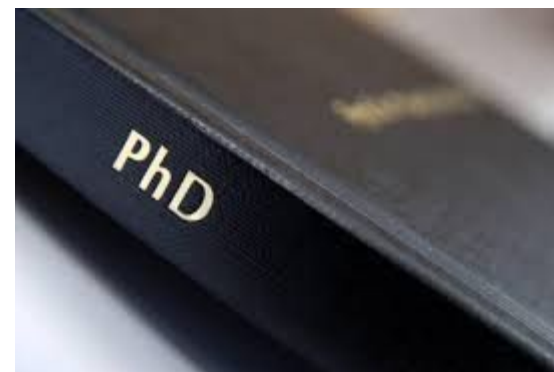
What if my viva/PhD defence is after the call deadline?

You will need to wait until the following call year to apply.

What if I do not have a PhD but have a medical degree?

A medical doctor degree will be accepted only when it corresponds to a doctoral degree or if the researcher can demonstrate his/her appointment in a position that requires doctoral equivalency (e.g. professorship appointment).

Medical doctor degrees corresponding to basic medical training as defined in Annex V of Directive 2005/36/EC will not be considered a doctoral degree.



OVERVIEW

Long-term Residence



Period of legal and continuous residence within one or more EU Member States (MS) or Horizon Europe Associated Countries (AC) of at least 5 consecutive years.

Periods of absence from the territory of the MS or AC shall be taken into account for the calculation of this period where they are shorter than 6 consecutive months and do not exceed in total 10 months within this period of five years.

Example 1 – long-term resident

- An Indian national resides in Latvia from January 2015 to May 2016, moves back to India from June to September 2016, and resides in Latvia from October 2016 to September 2020. The long-term residence is calculated in Latvia from January 2015 to September 2020 (i.e. more than 5 consecutive years). The period of absence from the territory of the Member State is less than 6 consecutive months (and does not exceed a total of 10 months) and is therefore not taken into account. The proposal is therefore eligible.

Example 2 – not a long-term resident

- An Indian national resides in Latvia from January 2015 to May 2016, moves back to India from June 2016 to September 2017, and resides in Latvia from October 2017 to September 2020. The period of absence from the territory of the Member State is more than 10 months and therefore there are no 5 consecutive years of legal and continuous residence within one or more EU Member States or Horizon 2020 Associated Countries. The proposal is therefore not eligible.



UK Research Office
Brussels

Those applying for a Global Postdoctoral Fellowship or who wish to reintegrate to Europe, must be nationals or long-term residents of MS or AC



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OVERVIEW

Working Time Commitment



Expected that researchers will work 100% of their time on the project activities

Researchers may opt to work part-time in order to pursue supplementary activities or for personal reasons

Requires approval from REA

Requests can be made at any stage of the grant implementation.

Cannot be used to circumvent the mobility rule

Not included in the proposal

Requested during implementation period

The beneficiary should report costs as pro rata of the applicable full-time unit contributions.

Professional Reasons

- Spin off company creation
- Other funding opportunities
- Participating in advanced studies/teaching
- Working for their next employer in the final months of their fellowship.

Personal reasons

Not allowed

- Working less than 50% of full time on the project unless for personal reasons
- Participating in another MSCA Award
- If it is circumventing the mobility rule
- If a suspension is more appropriate



UK Research Office
Brussels



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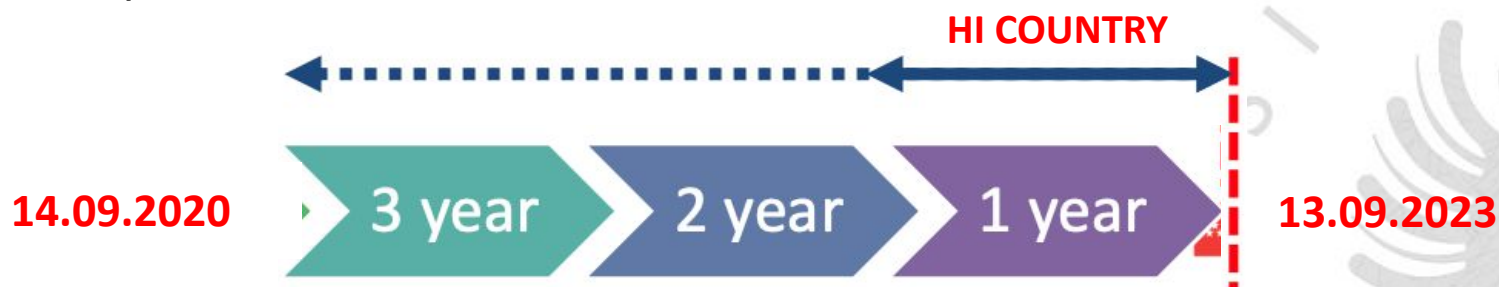
Mobility rule



European Postdoctoral Fellowship

Candidates must not have resided or carried out their main activity (work, studies, etc.) in the country of the beneficiary for more than **12 months** in the **36 months** immediately before the call deadline.

For researchers wishing to reintegrate from a third country, there must be a direct mobility to an EU Member State or Horizon Europe Associated Country.



OVERVIEW

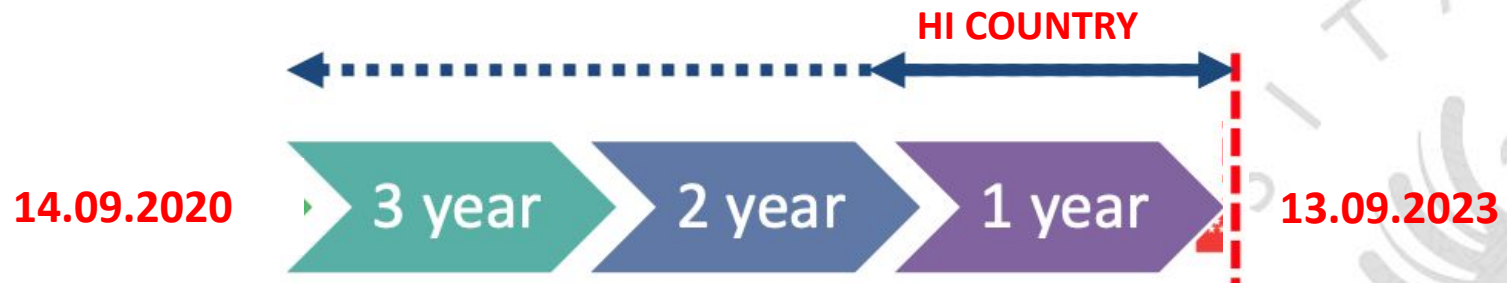
Mobility rule

European Postdoctoral Fellowship



Candidates must not have resided or carried out their main activity (work, studies, etc.) in the country of the beneficiary for more than **12 months** in the **36 months** immediately before the call deadline.

For researchers wishing to reintegrate from a third country, there must be a direct mobility to an EU Member State or Horizon Europe Associated Country.



EXAMPLE:

If you have lived / studied / worked in **Spain** for more than 12 months in the last 3 years, you **CANNOT** apply for the **MSCA PF EF** in any Spanish institution.

OVERVIEW

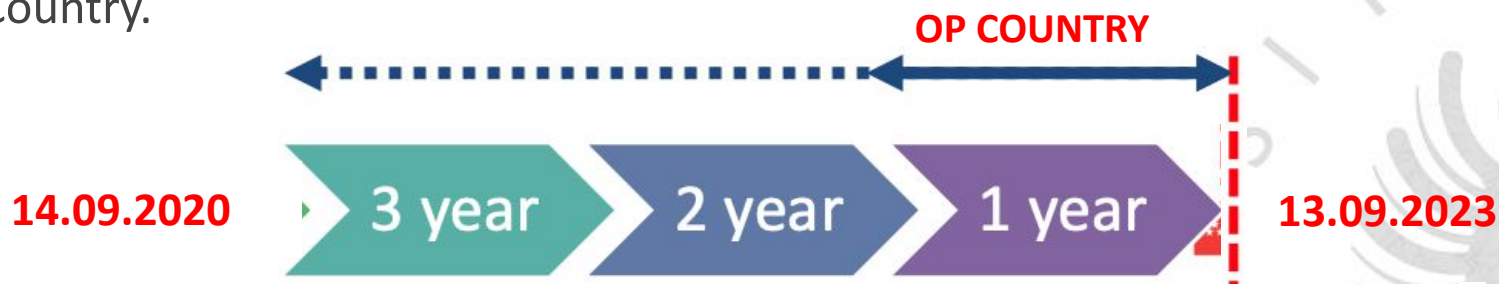
Mobility rule



Global Postdoctoral Fellowship

Candidates must not have resided or carried out their main activity (work, studies, etc.) in the host organisation for the outgoing phase for more than **12 months** in the **36 months** immediately before the call deadline.

For researchers wishing to reintegrate from a third country, there must be a direct mobility to an EU Member State or Horizon Europe Associated Country.



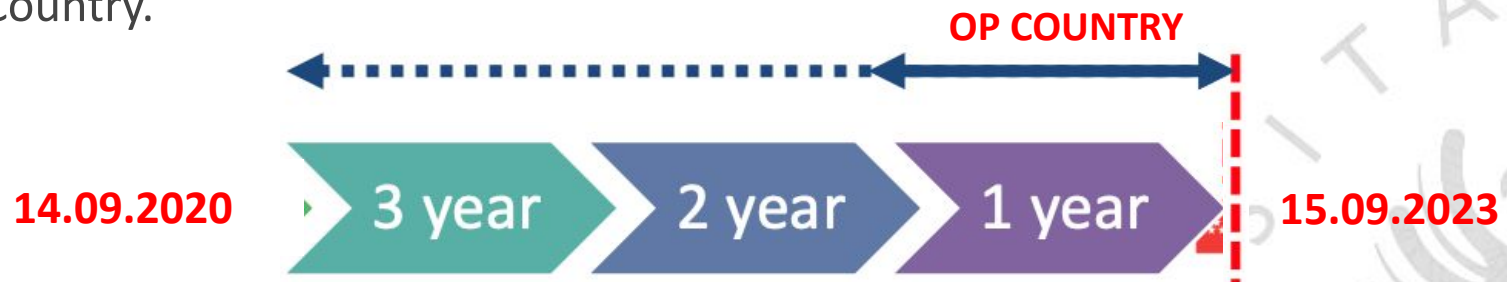
OVERVIEW

Mobility rule

Global Postdoctoral Fellowship Mobility Rule:

Candidates must not have resided or carried out their main activity (work, studies, etc.) in the host organisation for the outgoing phase for more than **12 months** in the **36 months** immediately before the call deadline.

For researchers wishing to reintegrate from a third country, there must be a direct mobility to an EU Member State or Horizon Europe Associated Country.



EXAMPLE:

If you have lived / studied / worked in **Spain** for more than 12 months in the last 3 years, **YOU CAN** apply for the **MSCA PF GF** in a Spanish institution. You cannot have lived / studied / worked for more than 12 months in the last 3 years at the institution of the **OP** (USA, Japan...).



OVERVIEW



Eligibility conditions: Mobility rule example

In case of **remote work** performed from country A for an employer located in country B, both countries are taken into account in the eligibility check.

Example [\(FAQ Funding & Tenders Portal\)](#)

A researcher started a **contract with a Belgian university** in January 2020. However, the researcher has **not been able to move to Belgium** until March 2021 and worked for the Belgian university **remotely from France**.

As per the mobility rule in MSCA-PF, the researcher will be **ineligible for institutions located in both countries (Belgium and France)**.

OVERVIEW

MSCA PF 2023: Eligibility criteria



EUROPEAN POSTDOCTORAL FELLOWSHIPS		
STANDARD DURATION		From 12 to 24 months
ELIGIBILITY CRITERIA		
RESEARCHER	Doctorate degree	The researcher must be in possession of a doctoral degree or have successfully defended their doctoral thesis before call deadline. The successful defence must be unconditional (no
		further requirements/corrections that need to be addressed) and take place before the call deadline. Supporting documentation may be requested. ⁹
	Nationality	Any
	Mobility	The researcher cannot have resided or carried out their main activity (work, studies, etc.) in the country of the beneficiary for more than 12 months in the 36 months immediately prior to the call deadline. ^{10 11}
	Research experience (full-time equivalent)	<p>Maximum 8 years from date of award of the (first) doctoral degree. This limit can be extended (in days) for the following reasons:</p> <ul style="list-style-type: none"> – Maternity leave (18 months – i.e. 548 days per child born after the PhD award date, or the exact duration of maternity leave taken, whichever is longest); – Paternity leave (exact duration per child born after the PhD award date); – Compulsory national service; – Time spent not working in research; – Long-term sick leave (periods > 30 days) <p>– Research in a non-associated TC (only for nationals or long-term residents of MS or AC, wishing to reintegrate in Europe);¹²</p> <p>More information on the calculation of the 8 years research experience is available in section 8.</p>
PARTICIPATING ORGANISATION	Beneficiary	Single independent legal entity established in an EU MS or HE AC. ¹³

⁹ Applicants who have successfully defended their doctoral thesis but who have not yet formally been awarded the doctoral degree will also be considered as postdoctoral researchers and will be considered eligible to apply. The successful defence must be unconditional (no further requirements/corrections that need to be addressed) and take place before the call deadline. Supporting documentation may be requested. A medical doctor degree will be accepted only when it corresponds to a doctoral degree or if the researcher can demonstrate his/her appointment in a position that requires doctoral equivalency (e.g. professorship appointment). Medical doctor degrees corresponding to basic medical training as defined in Annex V of Directive 2005/36/EC will not be considered a doctoral degree.

¹⁰ The following periods are not taken into account: a) compulsory national service; b) time spent as part of a procedure for obtaining refugee status under the Geneva Convention; c) short stays (such as holidays), i.e. the researcher did not reside or did not have their main activity (work, studies, etc.) in the country during that period.

¹¹ In case of International European Research Organisations, international organisations with headquarters in an EU Member State or Horizon Europe Associated Country or entities created under Union law, the researchers must not have spent more than 12 months in the 36 months immediately preceding the call deadline, in the same appointing organisation.

¹² Researchers reintegrating to Europe from a non-associated TC must be based in the TC at the call deadline or have directly moved to Europe (i.e. any EU MS or Horizon Europe AC) within the 12-month period immediately prior to the call deadline.

[Guide for Applicant](#) - Page 8

OVERVIEW

PARTICIPATING ORGANIZATIONS



Specific eligibility conditions apply for both the **individual researchers** and **participating organisations**.

One Beneficiary (for European & Global Fellowships)

- Legal entity in an **EU Member State or HE Associated Country**
- Signs the **grant agreement**
- **Recruits** the researcher
- Main host of the researcher for European Fellowships
- Host of the return phase for Global Fellowships

+ One Associated Partner for Global Fellowships

- For Global Fellowships, it is the **host organisation in the third country** (outgoing phase)
- It must be a **legal entity** outside an EU Member States and HE Associated Country
- It must submit a **letter of commitment**

OVERVIEW

Eligibility conditions: Which Countries?



EU Member States (MS)

HE Associated Countries (AC): all countries associated to the Horizon Europe programme through an association agreement.

- **Agreements in place:** Armenia, Bosnia and Herzegovina, Georgia, Iceland, Israel, Kosovo, Moldova, Montenegro, North Macedonia, Norway, Serbia, Turkey
- **In process of association** (transitional arrangement): Albania, Faroe Islands, Morocco, Tunisia, Ukraine, United Kingdom*

Third countries (TC): any other country



[Third countries associated to Horizon Europe - list](#)

OVERVIEW

MSCAs UK participation?



“The UK will participate in all parts of the Horizon Europe programme with the only exception of the EIC Fund (which is part of the EIC Accelerator of Horizon Europe that provides investment through equity or other repayable form).”

[List of Participating Countries in Horizon Europe: third countries associated to Horizon Europe](#) (page 2)

OVERVIEW

MSCAs Switzerland participation?



“Switzerland, in the meantime, it cannot be considered a candidate associated country in Horizon Europe. It should be considered a non-associated third country.”

[Switzerland in Horizon Europe](#)

OVERVIEW

Optional features: Secondments



Fellows can undertake secondments within the duration of the fellowship:

- **Worldwide** for up to 1/3 of the fellowship duration
- It can be done in a **single period** or be divided into **shorter mobility periods**
- Can be done in any sector, in **academic and/or non-academic sector** organisations
- The secondment(s) should be in **line with the project objectives**, adding significant **value and impact to the fellowship**
- For **Global Fellowships**, secondments can **only be done during the outgoing phase** in the third country. No secondment can take place during the mandatory return phase in MS or AC

OVERVIEW



Optional features: Non-academic placements

Novelty since 2021: Placement of **up to 6 months** in a **non-academic European organisation** at the end of the fellowship

Objectives:

- Expanding **career opportunities** for researchers and moves between sectors and organisations
- Stimulate **innovation and knowledge transfer**

How it works?

- At the end of the fellowship, an **additional period** is supported for the placement
- **Integral part of the proposal** : added-value for the project and for the career development of the researcher
- The placement host must be a **non-academic organisation in EU MS or AC**

Important: now there is no need for a letter of commitment.

OVERVIEW

Secondments vs. Placements



	SECONDMENT	NON-ACADEMIC PLACEMENT
What?	Aligned with the research objectives, will enhance the triple I dimension of the project, adding value and impacting in the results	This incentive aims at promoting career moves between sectors and organisations and thereby stimulate innovation and knowledge transfer while expanding career opportunities for researchers.
When?	<ul style="list-style-type: none"> • EF: Anytime during the project • GF: only possible during the outgoing phase (a possible 3 months can be initially spent at the beneficiary in Europe) • In both modes, secondments can be divided into several periods 	Part of the proposal that takes place at the end of the standard EF/PF duration
Where?	Anywhere in the world, in any sector	In Europe, in the non-academic sector
Timing	<ul style="list-style-type: none"> • EF: Up to 1/3 of the total standard duration • GF: Up to 1/3 of the outgoing phase duration 	Up to 6 months

- ✓ In both cases, the supervisor is key
- ✓ Different from “short stays” or “field work”
- ✓ Have to be described in Part B, **no letter of commitment is needed**



OVERVIEW



MSCA PF 2023: Secondments and Placements

Participants

Deadline
13 September 2023 17:00:00 Brussels Local Time
113 days left until closure

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

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

Proposal data:
Acronym: **TEST**
Draft ID: **SEP-210766618**

Download Part B templates
Download part B templates

Support & Helpdesk

In this step you as coordinator should manage and review the participants of your proposal.
Only you as coordinator can edit the elements on this screen.
Note: Your changes will be applied only after you click the "Save Changes" button.

Proposals with an additional placement period in the non-academic sector require 1 Associated Partner organisation located in a Member State or Associated Country.

Number of participants: 1

Applicant (FUTURE BENEFICIARY)

FECYT
FUNDACION ESPANOLA PARA LA CIENCIA Y LA TECNOLOGIA,
F.S.P. FECYT
ALCOBENDAS, ES
PIC: 999421944

Contacts:
Cristina GOMEZ - Researcher

Buttons:
Change organisation
Contact organisation
Add Partner +
Add Associated partner +
SAVE
SAVE AND GO TO NEXT STEP
NEXT



OVERVIEW



Secondments vs. Placements

A short visit is not a "secondment":

- Secondments are planned in advance, and are an integral part of the research proposal.
- Secondments imply mobility to a partner organisation in a MS or AC with specific supervision arrangements.

OVERVIEW

Short visits



- Short visits imply mobility to another location outside the physical premises of the beneficiary. However, the work done is supervised directly by the beneficiary.
- Short visits can only represent a small part of the action. Although longer period can be justified.
- When a short visit to a TC takes place, the beneficiary shall ensure compliance with the applicable Horizon Europe ethical framework and the corresponding provisions of the Grant Agreement.
- When a short visit to a TC takes place, the beneficiary shall ensure compliance with the applicable Horizon Europe ethical framework.

OVERVIEW

Unit Costs



Contributions for recruited researchers Per person-month

Living allowance	Mobility allowance	Family allowance (if applicable)	Long-term leave allowance (if applicable)	Special needs allowance (if applicable)
EUR 5 080	EUR 600	EUR 660	EUR 5 680 x % covered by the beneficiary	Requested unit x (1/number of months)

Institutional unit contributions Per person-month

Research, training and networking contribution	Management and indirect contribution
EUR 1 000	EUR 650

- Budget pre- calculated by EC, base on unit costs
- 100% financing



OVERVIEW

Unit Costs



MSCA European Fellowship	Researchers costs (person/month)			Institutional costs (P/M)	
	Living allowance*	Mobility Allowance	Family Allowance	Research, training and Networking Costs	Management and Indirect Costs
UNIT COSTS	5.080	600	660	1.000	650
PF – EF in Spain	4.638,04	600	660	1.000	650
PF 24 months	111.312,96	14.400	15.840	24.000	15.600
TOTAL PF 2 years	181.152,96€				

RESEARCHER COSTS

- *CCC: country coefficient correction (91,3 ES)
- All deductions apply (employer and employee)
- Possible family situation during the project will be taken into account
- Long-term leave allowance requested if needed
- Disability allowance requested if needed

INSTITUTIONAL COSTS

Research, training and networking costs: lab material, secondments costs, participation and organization of events, etc.



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MSCA PF: FUNDING FOR 2023



Recruitment of the researcher:

- ❖ Living allowance: **€5.080 EU GROSS AMOUNT**

Country correction coefficients (CCC) → ensure equal treatment and purchasing power parity for all researchers.

- EF: CCC applicable to the beneficiary's country.
- GF: 2 different CCC:
 - Outgoing Phase: CCC of the country in which the postdoctoral researcher will be hosted;
 - Return phase: CCC of the country to which the postdoctoral researcher (beneficiary) returns.

Example: Spain CCC : 91,3% → **€4.638,04 SPAIN GROSS AMOUNT**

€3.346,85 GROSS SALARY €450,79 MOBILITY GROSS SALARY €495,87 FAMILY GROSS SALARY

- ❖ Mobility allowance: **600 €**

- ❖ Family allowance: **660 €**

TOTAL: 6.340€ *

THE NET SALARY WILL BE RECEIVED
IN THE BANK ACCOUNT DEPENDING
ON THE CIRCUMSTANCES OF
EVERYONE: FAMILY, ETC...

(i) marriage

(ii) a relationship with equivalent status to a marriage recognised by the legislation of the country or region where this relationship was formalised

(iii) dependent children who are actually being maintained by the researcher

* **Gross amount:** including compulsory deductions under national law, such as employer and employee social security contributions and direct taxes.

MSCA PF: FUNDING FOR 2023



Amount assigned to the institution:

❖ Research, training and networking costs: **1.000€**

Training and networking activities that directly contribute to the career development of researchers:

- participation in conferences
- action-related travel, training, language courses, seminars
- training, language courses, seminars
- laboratory equipment, books, library records, publication costs, etc.

Research costs, fees and visas, travel and accommodation costs, etc.

❖ Management and indirect costs: **650 €**

Additional costs of the beneficiary related to the management of the project.

A typical Postdoctoral Fellowship



- **Individual research project:** training-through-research under the direct supervision of the supervisor / key staff of the institution.
- **Hands on training:**
 - for developing scientific skills (new techniques, instruments, etc.)
 - For developing and acquiring transferable skills:
 - Proposal preparation to request funding
 - Patent applications, management of IPR, take up and exploitation of results,
 - Action management, task coordination, how to properly communicate
 - Gender issues, research integrity, Open Science, etc.
- **Intersectoral or interdisciplinary** transfer of knowledge (**secondments...**).
Secondments can take place in MS / AC .
- Organization of scientific / Training / dissemination events
- Communication, outreach activities, public engagement

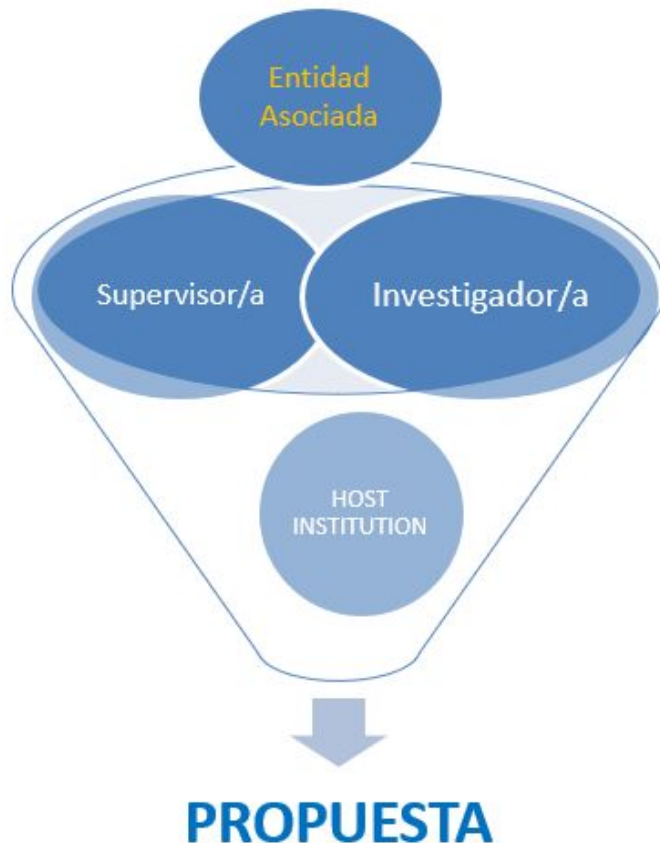




How to approach the project

HOW TO APPROACH THE PROJECT

Research Project



More than Just a Research Project

- Developing research skills (core skills related to your project and skills to advance your competencies)
- Developing transferable and complementation skills
- Knowledge exchange between the researcher and the institutions involved and the supervision
- Training through research



HOW TO APPROACH THE PROJECT

A Joint Approach



- ❖ The best proposals have input from the researcher, the supervisor and the host institution.
- ❖ The Supervisor has a key role in the proposal.
- ❖ Make sure you know who to include for support.
- ❖ Make sure you work closely with colleagues to set expectations and avoid surprises!
- ❖ Consider the needs of the researcher as well as the project.



HOW TO APPROACH THE PROJECT

Supervisor



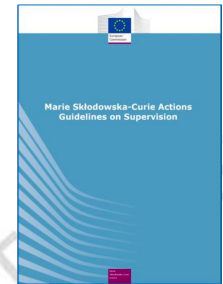
- ❖ Appropriate level of supervision depends on the career stage of both parties, and the expectations of the project.
- ❖ The best proposals are constructed where the Supervisor has an active role in their development.
- ❖ Think about and explain how the relationship will work day to day.
- ❖ Can be built on an existing collaborative relationship - Justify this in the application (Why will this be beneficial? How will this change during the fellowship? How will the fellow gain independence/ maturity?).
- ❖ For less experienced supervisors highlight any mentorship/support for the supervisor; justify their involvement – don't leave it to the evaluators to read between the lines (They gain experience in EU funding; They have the opportunity to grow their group; They are developing their own career; etc.).

HOW TO APPROACH THE PROJECT

Commitment



- ❖ Supervisor needs to be committed and involved for the full duration of the fellowship.
- ❖ Clear from the application that they have the time to dedicate to the required supervision.
- ❖ Justify commitment to the individual.
- ❖ Make sure that the supervisor is on board with the career development plans.
- ❖ Support for training activities.
- ❖ Aware of fellow's training needs/aspirations.
- ❖ Set expectations for research/training split.
- ❖ Supervisor can be involved with multiple applications, and hence have multiple fellows.



[Guide on Supervision](#)

HOW TO APPROACH THE PROJECT

Researcher



- ❖ They have the potential to reach or re-enforce professional maturity/independence during the fellowship.
- ❖ They are able to clearly demonstrate their experience, competencies and skills - relative to their Career Stage.
- ❖ They have to know their Future career prospects if the proposal is funded.
- ❖ How will they be integrated into the team(s)/institution(s)?
- ❖ Transfer of knowledge – what knowledge are they bringing and what will be gained during the project?
- ❖ Do they have clear scientific and training goals?

HOW TO APPROACH THE PROJECT

Host Institution



- ❖ Why is the HI (Beneficiary) the best place to undertake the project?
- ❖ How will you be integrated into the institution?
- ❖ What support is available?
- ❖ What access will you be given?
- ❖ The institution needs to be aware of the submission.
- ❖ Hosts often have text for the “Participating Organisations” section: can provide information on facilities available; and previous grants (track record and ability to support fellowship).
- ❖ **Talk to US: The UGR International Research Projects Office (OFPI) - Promotion Unit.**
- ❖ Work closely with colleagues to set expectations and avoid surprises.

**Think about
and explain!!!!**

HOW TO APPROACH THE PROJECT

Other mentoring arrangements



- ❖ Based on the needs of the project you can include additional individuals in mentoring /supervisor's role.
- ❖ Can be located in the same intuition, or elsewhere?
- ❖ Should be included in part B:
 - Quality of the supervision and of the integration in the team/institution.
 - Appropriateness of the management structure and procedures, including risk management.
 - Appropriateness of the institutional environment (infrastructure).



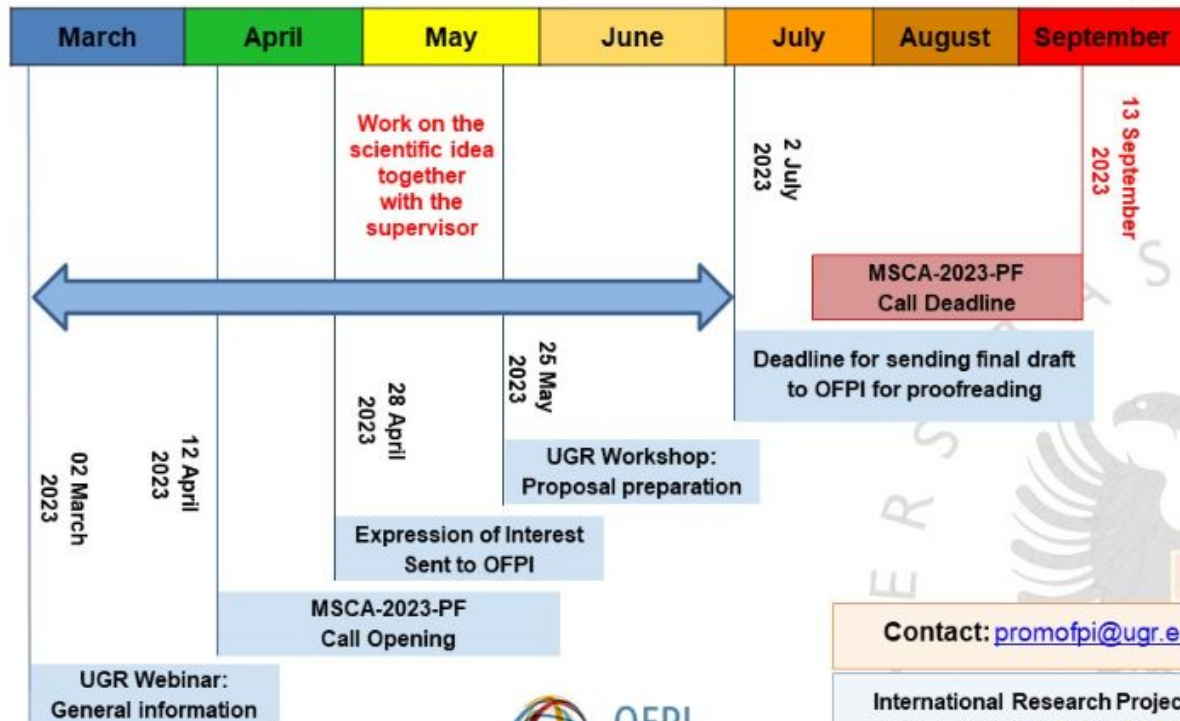


Proposal Structure

TIMELINE MSCA PF 2023



MSCA PF 2023



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Contact: promofpi@ugr.es

International Research Projects Office (OFPI) <http://ofpi.ugr.es/>

PROPOSAL STRUCTURE

Submission



- Proposals must be submitted **electronically**, using the European Commission's Online Submission Service accessible via the [Funding & Tenders Opportunities Portal](#).
- Proposals created and submitted by the supervisor or the **researcher**.
- Submission of the proposal fall under the final **responsibility** of the host organisation as represented by the main **supervisor**.
- **Only one proposal per individual researcher.**

Submit Early, Submit Often
Commission collects proposals at Deadline

FUNDING & TENDERS PORTAL

Submission



Start submission

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

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

Please select the type of your submission:

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

Start submission

Need help?



Your selection cannot be changed subsequently in the submission system.

[Funding & Tenders Opportunities Portal](#)

Documents

Call documents:

Standard application form – call-specific application form is available in the Submission System

[Standard application form \(HE MSCA PF\)](#)

Standard evaluation form – will be used with the necessary adaptations

[Standard evaluation form \(HE MSCA\)](#)

MGA

[HE Unit MGA v1.0](#)

[Call-specific instructions](#)

[HE-MSCA-PF Guide for Applicants](#)

- Conditions of the call
- Supporting documentation
- FAQ's
- Partner search



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FUNDING & TENDERS PORTAL

Submission



European
Commission

Funding: Submission Service

Welcome



Login



Topic selection



Create proposal



Participants



Proposal forms



Submit

Create proposal



Deadline

13 September 2023 17:00:00 Brussels Local Time

128 days left until closure



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.

Call data

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

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

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

Type of MGA: **HORIZON-AG-UN**



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

Find your organisation

PIC ⁱ *

Short name ⁱ *

Search

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

PIC: 999882015

UGR

CUESTA DEL HOSPICIO SN

GRANADA,ES

VAT: ESQ1818002F

Your role

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PLUS



GOBIERNO DE ESPAÑA
MINISTERIO DE SANIDAD Y CONSUMO



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Submission



Applicant (FUTURE BENEFICIARY)
FECYT

1 FECYT

FUNDACION ESPANOLA PARA LA CIENCIA Y LA TECNOLOGIA, F.S.P., FECYT
ALCOBENDAS, ES
PIC: 999421944

Contacts 2 [Add contact +](#)

Supervisor (Main Contact Person)

Xavier EEKHOUT CHICHARRO

Researcher

Cristina Gómez Corchete

[Change organisation](#) [Contact organisation](#)

Associated Partner

University of California - Berkeley. Department of Integrative Biology

2 University of California - Berkeley. Department of Integrative Biology

University of California - Berkeley. Department of Integrative Biology

PIC: 950110151

[Change organisation](#) [Contact organisation](#)

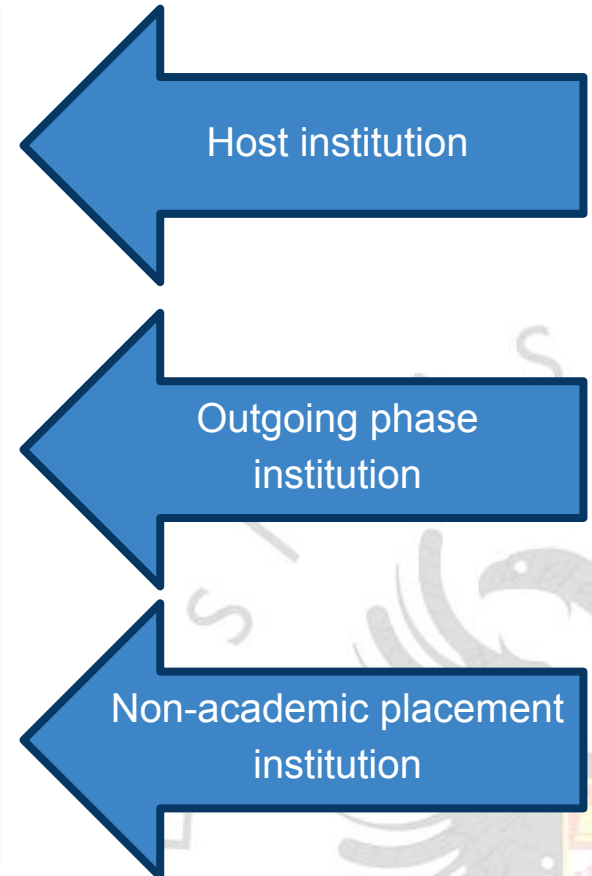
Associated Partner

EFFECTIA INNOVATION SOLUTIONS SL

3 EFFECTIA INNOVATION SOLUTIONS SL

EFFECTIA INNOVATION SOLUTIONS SL
MADRID, ES
PIC: 911140207

[Change organisation](#) [Contact organisation](#)



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PROPOSAL STRUCTURE

Parts



Part A

Administrative aspects

Proposal acronym: TRIAL

Type of Model Grant Agreement: HORIZON Unit Grant

Table of contents

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

Part B

Scientific-technical aspects

Document B1

Document B2

B1 (10 pages)

Sections

- Excellence
- Impact
- Implementation

B2

CV

Institutional tables

Ethics and Security

Letter of commitment

Green Charter

Others



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Internacionales

FUNDING & TENDERS PORTAL

Submission



European Commission | Funding: Submission Service

Welcome **Xavier EEKHOUT CHICHARRO**

Login Topic selection Create proposal Participants Proposal forms Submit

Proposal forms

Deadline
13 September 2023 17:00:00 Brussels Local Time
128 days left until closure

Call data
Call: HORIZON-MSCA-2023-PF-01
Topic: **HORIZON-MSCA-2023-PF-01-01**
Type of action: HORIZON-TMA-MSCA-PF-GF
Type of MGA: HORIZON-AG-UN
⚠️ Topic and type of action can only be changed by creating a new proposal.

Proposal data
Acronym: SimulacionNCP
Draft ID: SEP-210952890

Download Part B templates
Download part B templates

Administrative forms (Part A)
Edit forms View history Print preview

Part B and Annexes
In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.
Part B1* Upload
Part B2* Upload

⬅️ BACK TO PARTICIPANTS LIST VALIDATE SUBMIT

Note: Your proposal contains changes that have not yet been submitted.



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Presentation version 1.0 | 24/05/2023

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FUNDING & TENDERS PORTAL

Submission



< Exit form

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General Information >

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Validate form

Save form

Save & exit form

Call: HORIZON-MSCA-2023-PF-01

(MSCA Postdoctoral Fellowships 2023)

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

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

(HORIZON TMA MSCA Postdoctoral Fellowships - Global Fellowships)

Proposal number: SEP-210952890

Proposal acronym: SimulacioNCP

Type of Model Grant Agreement: HORIZON Unit Grant

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PROPOSAL STRUCTURE

Part A



Proposal acronym: TRIAL

Type of Model Grant Agreement: HORIZON Unit Grant

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4	Ethics and security	Show
5	Other questions	Show

Proposal submission:
<http://sl.ugr.es/0diL>

PROPOSAL STRUCTURE

Part A



Part A: use of submission wizard

Researcher information:

- PhD award date only, no other qualification fields available
- Residency and activity table
- Table for extensions on the 8-year post PhD limit – number of days/category only, beneficiary to keep relevant records

Beneficiary information:

- PIC
- Non-academic placement host and secondment host: in development
- Gender Equality Plan

Budget:

- Family allowance
- Long term leave allowance and special needs allowance (not visible in proposal as cannot be requested at that stage)



CHE Chemistry	SOC Social Sciences and Humanities	ECO Economic Sciences	ENG Information Science and Engineering	ENV Environmental and Geosciences	LIF Life Sciences	MAT Mathematics	PHY Physics
------------------	---	-----------------------------	--	---	-------------------------	--------------------	----------------



PROPOSAL STRUCTURE

Part A



Proposal acronym: TRIAL

- Grace period expected in 2021 & Self-declaration will be requested at the proposal stage:

Gender equality plan

Only Public bodies, Higher education establishments and Research organisations must answer this question. Be aware that if the proposal is selected, having a Gender Equality Plan will be necessary before the grant signature.

Does the organisation have a Gender Equality Plan (GEP) covering the elements listed below?

☐ Yes

☐ No

Minimum requirements (building blocks) for a GEP

Public GEP: formal document published on the institution's website and signed by the top management, addressing the following issues:

- Ethics self-assessment (now Part A)
- Security questionnaire (New in all Horizon Europe proposals) (Part A)

5

Other questions

Show

PROPOSAL STRUCTURE

Part A



Proposal acronym: TRIAL

Type of Model Grant Agreement: HORIZON Unit Grant

Table of contents

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

PROPOSAL STRUCTURE

Part A



Proposal acronym: TRIAL

Type of Model Grant Agreement: HORIZON Unit Grant

Application forms

Table Of Contents

Validate Form

Save

Save&Close

Proposal ID SEP-210767617

Acronym TRIAL

4 - Ethics & security

Ethics Issues Table

?

1. Human Embryonic Stem Cells and Human Embryos	Page	Action
Does this activity involve Human Embryonic Stem Cells (hESCs)?	<input type="radio"/> Yes <input checked="" type="radio"/> No	Show
Does this activity involve the use of human embryos?	<input type="radio"/> Yes <input checked="" type="radio"/> No	Show
2. Humans	Page	
Does this activity involve human participants?	<input type="radio"/> Yes <input checked="" type="radio"/> No	Show
Does this activity involve interventions (physical also including imaging technology, behavioural treatments, etc.) on the study participants?	<input type="radio"/> Yes <input checked="" type="radio"/> No	Show
Does this activity involve conducting a clinical study as defined by the Clinical Trial Regulation (EU 536/2014) ? (using pharmaceuticals, biologicals, radiopharmaceuticals, or advanced therapy medicinal products)	<input type="radio"/> Yes <input checked="" type="radio"/> No	Show
3. Human Cells / Tissues (not covered by section 1)	Page	
Does this activity involve the use of human cells or tissues?	<input type="radio"/> Yes <input checked="" type="radio"/> No	

PROPOSAL STRUCTURE

Part A



Proposal acronym: **TRIAL**

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

Application forms

Proposal ID **SEP-210767617**

Acronym **TRIAL**

4 - Ethics & security

Ethics Issues Table

1. Human Embryonic Stem Cells and Human Embryos

Does this activity involve Human Embryonic Stem Cells?

Does this activity involve the use of human embryos?

2. Humans

Does this activity involve human participants?

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

Does this activity involve conducting a clinical study as [\(EU 536/2014\)](#)? (using pharmaceuticals, biologicals, or therapy medicinal products)

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

Does this activity involve the use of human cells or tis:

Application forms

Proposal ID **SEP-210767617**

Acronym **TRIAL**

Ethics Self-Assessment

Ethical dimension of the objectives, methodology and likely impact

Explain in detail the identified issues in relation to:

- objectives of the activities (e.g. study of vulnerable populations, etc.)
- methodology (e.g. clinical trials, involvement of children, protection of personal data, etc.)
- the potential impact of the activities (e.g. environmental damage, stigmatisation of particular social groups, political or financial adverse consequences, misuse, etc.)

Remaining characters

5000

Compliance with ethical principles and relevant legislations

Describe how the issue(s) identified in the ethics issues table above will be addressed in order to adhere to the ethical principles and what will be done to ensure that the activities are compliant with the EU/national legal and ethical requirements of the country or countries where the tasks are to be carried out. It is reminded that for activities performed in a non-EU countries, they should also be allowed in at least one EU Member State.



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PROPOSAL STRUCTURE

Part A



Proposal acronym: TRIAL

Type of Model Grant Agreement: HORIZON Unit Grant

Application forms

Proposal ID SEP-210767617

Acronym TRIAL

4 - Ethics & security

Application forms

Proposal ID SEP-210767617

Acronym TRIAL

4 - Ethics & security

Table Of Contents

Validate Form

Save

Save&Close

6. Additional ethics information

Additional information that could not be included in Part A of the proposal (if needed).

Does this activity involve human participants?

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

Does this activity involve conducting a clinical study as (EU 536/2014)? (using pharmaceuticals, biologicals, rad therapy medicinal products)

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

Does this activity involve the use of human cells or tissue

Remaining characters

5000

Compliance with ethical principles and relevant legislations

Describe how the issue(s) identified in the ethics issues table above will be addressed in order to adhere to the ethical principles and what will be done to ensure that the activities are compliant with the EU/national legal and ethical requirements of the country or countries where the tasks are to be carried out. It is reminded that for activities performed in a non-EU countries, they should also be allowed in at least one EU Member State.

PROPOSAL STRUCTURE

Part A



Application forms

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[Save&Close](#)

Proposal ID **SEP-210767617**

Acronym **TRIAL**

Security issues table

?

1. EU Classified Information (EUCI)²

Page

Does this activity involve information and/or materials requiring protection against unauthorised disclosure (EUCI)?

☐ Yes ☒ No

Does this activity involve non-EU countries?

☐ Yes ☒ No

2. Misuse

Page

Does this activity have the potential for misuse of results?

☐ Yes ☒ No

3. Other Security Issues

Page

Does this activity involve information and/or materials subject to national security restrictions? If yes, please specify: (Maximum number of characters allowed: 1000)

☐ Yes ☒ No

Are there any other security issues that should be taken into consideration? If yes, please specify: (Maximum number of characters allowed: 1000)

☐ Yes ☒ No

²According to the Commission Decision (EU, Euratom) 2015/444 of 13 March 2015 on the security rules for protecting EU classified information, European Union classified information (EUCI) means any information or material designated by an EU security classification, the unauthorised disclosure of which could cause varying degrees of prejudice to the interests of the European Union or of one or more of the Member States.

³Classified background information is information that is already classified by a country and/or international organisation and/or the EU and is going to be used by the project. In this case, the project must have in advance the authorisation from the originator of the classified information, which is the entity (EU institution, EU Member State, third state or international organisation) under whose authority the classified information has been generated.

⁴EU classified foreground information is information (documents/deliverables/materials) planned to be generated by the project and that needs to be protected from unauthorised disclosure. The originator of the EUCI generated by the project is the European Commission.

PROPOSAL STRUCTURE

Part A



Application forms

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[Save&Close](#)

Proposal ID **SEP-210767617**

Acronym **TRIAL**

Security issues table

[?](#)

1. EU Classified Information (EUCI)²

Page

Does this activity involve information and/or materials requiring protection against unauthorised disclosure (EUCI)?

☐ Yes ☒ No

7. Additional information on security screening

Insert here text for your proposal

(NB: Only if you answered yes to one of the questions in the security issues table, with the exception of "Does this activity involved HE associated and/or third countries?")

Are there any other security issues that should be taken into consideration? If yes, please specify: (Maximum number of characters allowed: 1000)

☐ Yes ☒ No

²According to the Commission Decision (EU, Euratom) 2015/444 of 13 March 2015 on the security rules for protecting EU classified information, European Union classified information (EUCI) means any information or material designated by an EU security classification, the unauthorised disclosure of which could cause varying degrees of prejudice to the interests of the European Union or of one or more of the Member States.

³Classified background information is information that is already classified by a country and/or international organisation and/or the EU and is going to be used by the project. In this case, the project must have in advance the authorisation from the originator of the classified information, which is the entity (EU institution, EU Member State, third state or international organisation) under whose authority the classified information has been generated.

⁴EU classified foreground information is information (documents/deliverables/materials) planned to be generated by the project and that needs to be protected from unauthorised disclosure. The originator of the EUCI generated by the project is the European Commission.

PROPOSAL STRUCTURE

Part A



Proposal acronym: TRIAL

Type of Model Grant Agreement: HORIZON Unit Grant

Table of contents

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

PROPOSAL STRUCTURE

Parts



Part A

Administrative aspects

Proposal acronym: TRIAL

Type of Model Grant Agreement: HORIZON Unit Grant

Table of contents

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

Part B

Scientific-technical aspects

Document B1

Document B2

B1 (10 pages)

Sections

- Excellence
- Impact
- Implementation

B2

CV

Institutional tables

Ethics and Security

Letter of commitment

Green Charter

Others



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Presentation version 1.0 | 24/05/2023

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PROPOSAL STRUCTURE

Part B



Part B-1 is strictly restricted to 10 pages.

=> a cover page, table of contents, ...on page 1, 2, will count towards the page limit and automatically result in excess pages that cannot be evaluated

=> the Part B-1 should start with "1. Excellence" (instructions, definitions to be deleted before submission)

Part B-2 (no page restriction):

- Researcher's CV
- Letters of commitment (*host for outgoing phase of GF or non-academic placement host*)
- Participating organisations (*max 1 page for beneficiary, max ½ page others*)
- Ethics & Security (*additional info, if needed*)



OVERVIEW

Resubmission



- ❑ From 2022, resubmissions will **not be allowed for proposals that have scored less than 70%** in the previous call

What is a resubmission?

Proposals involving :

- ✓ **Same individual researcher**
- ✓ **With the same recruiting organisation (beneficiary)**
- ✓ **And for Global Postdoctoral Fellowships, the associated partner hosting the outgoing phase in the third country**



Evaluation Criteria

EVALUATION CRITERIA

Scoring



Criteria	Weight	Priority (ex.aequo)
Excellence	50%	1
Impact	30%	2
Implementation	20%	3

IMPORTANT NOTICE

Scoring:

Scoring must be in the range from 0-5. Half-marks may be given.

- 0 — The proposal fails to address the criterion or cannot be assessed due to missing or incomplete information.
- 1 — Poor. The criterion is inadequately addressed, or there are serious inherent weaknesses.
- 2 — Fair. The proposal broadly addresses the criterion, but there are significant weaknesses.
- 3 — Good. The proposal addresses the criterion well, but a number of shortcomings are present.
- 4 — Very Good. The proposal addresses the criterion very well, but a small number of shortcomings are present.
- 5 — Excellent. The proposal successfully addresses all relevant aspects of the criterion. Any shortcomings are minor.

MSCA specific evaluation forms used by the expert evaluators
<http://sl.ugr.es/ObPK>, page 2.

EVALUATION CRITERIA

Evaluation Procedure



Funding & tender opportunities

Single Electronic Data Interchange Area (SEDIA)



SEARCH FUNDING & TENDERS ▼

HOW TO PARTICIPATE ▼

PROJECTS & RESULTS

WORK AS AN EXPERT

SUPPORT ▼

The European Union Institutions appoint external experts to assist in the evaluation of grant applications, projects and tenders, and to provide opinions and advice in specific cases.

EVALUATION CRITERIA

Award criteria



EXCELLENCE	IMPACT	QUALITY AND EFFICIENCY OF THE IMPLEMENTATION
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)	Credibility of the measures to enhance the career perspectives and employability of the researcher and contribution to his/her skills development	Quality and effectiveness of the work plan, assessment of risks and appropriateness of the effort assigned to work packages
Soundness of the proposed methodology (including interdisciplinary approaches, consideration of the gender dimension and other diversity aspects if relevant for the research project, and the quality of open science practices)	Suitability and quality of the measures to maximise expected outcomes and impacts , as set out in the dissemination and exploitation plan, including communication activities	Quality and capacity of the host institutions and participating organisations, including hosting arrangements
Quality of the supervision, training and of the two-way transfer of knowledge between the researcher and the host	The magnitude and importance of the project's contribution to the expected scientific, societal and economic impacts	
Quality and appropriateness of the researcher's professional experience , competences and skills		
50%	30%	20%

RELEVANT ASPECTS

RRI



Responsible Research and Innovation



Open Access

- Obligation to provide open access when publishing
- "As Open as Possible, as Closed as Necessary"
- Data Management Plan (DMP) is a deliverable in the first 6 months
- Is an explicit evaluation criteria under Excellence

Gender

- Is an explicit evaluation criteria under Excellence
- Equal Opportunities among seconded staff and decision-makers/supervisors
- Consider whether and how the gender dimension is relevant to your research (Gender Dimension of Research)
- Consider gender dimension in project management and networking activities

Focus on 6 policies:

1. Public engagement
2. Gender equality
3. Science education
4. Open access
5. Ethics
6. Governance

[Responsible Research and Innovation](#)



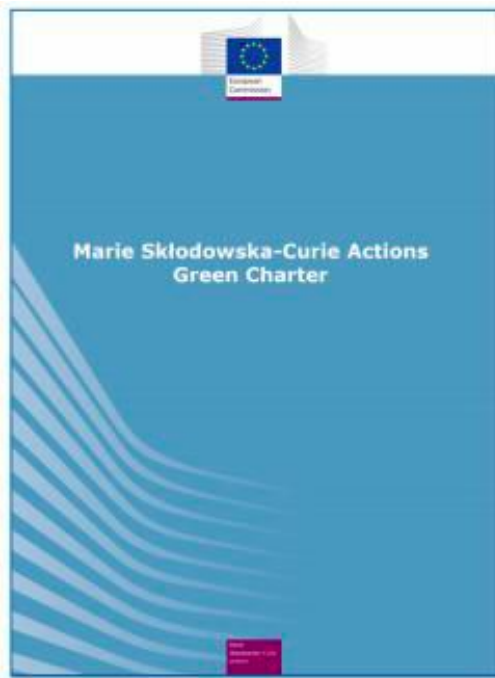
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RELEVANT ASPECTS

MSCA Green Charter



MSCA Green Charter



- Code of good practice for MSCA recipients
- Promotes the mainstreaming of environmental considerations in all aspects of project implementation.
- Aims to:
 - Reduce the carbon footprint of MSCA projects.
 - Raise awareness of environmental issues.
 - Promote sustainable research management best practices .
- Not an evaluation criteria as such.

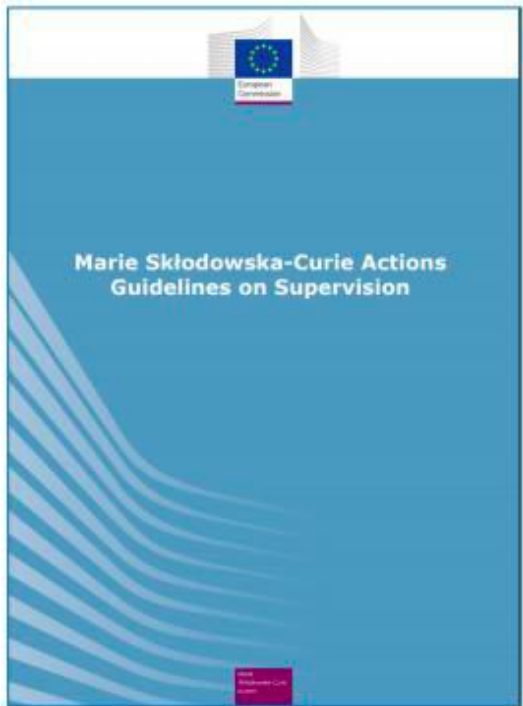
[Marie Skłodowska-Curie Actions Green Charter - Publications Office of the EU](#)

RELEVANT ASPECTS

Guideline on Supervision



Guidelines on supervision



- Appropriate level of supervision depends on the career stage of both parties and the expectations of the project.
- Supervisors need to be committed and involved for the full duration of the fellowship.
- Make sure the supervisor is on board with the career development plans .

[Marie Skłodowska-Curie Actions Green Charter - Publications Office of the EU](#)

GLOBAL DATA

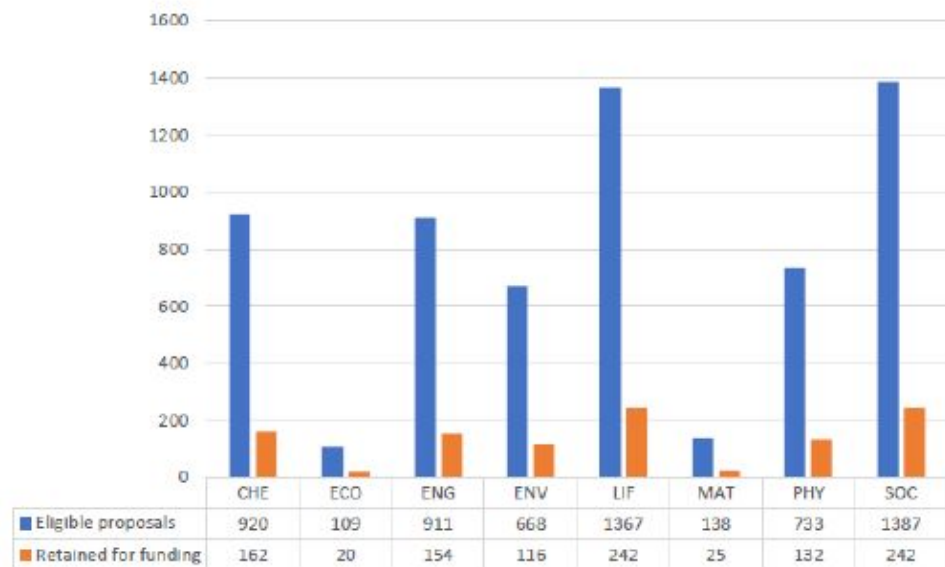
Statistics: MSCA PF 2022 some data



Proposals retained for funding - EF

Action	Eligible proposals	Main list
PF-EF	6233	1093
Grand total	6909	1235

Panel	Success rate EF
CHE	17,61%
ECO	18,35%
ENG	16,90%
ENV	17,37%
LIF	17,70%
MAT	18,12%
PHY	18,01%
SOC	17,45%
Grand Total	17,54%



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GLOBAL DATA

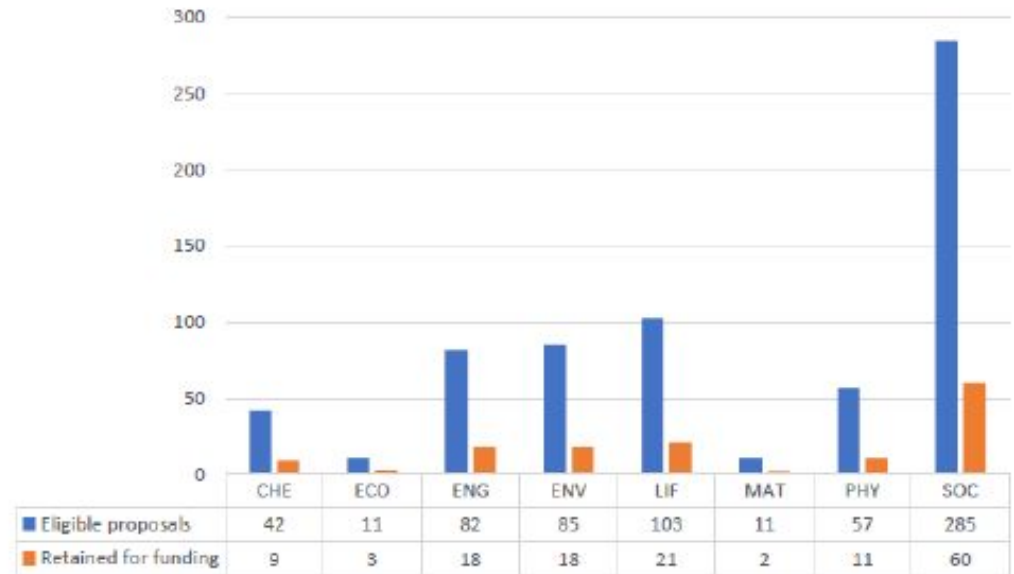
Statistics: MSCA PF 2022 some data



Proposals retained for funding - GF

Action	Eligible proposals	Main list
PF-GF	676	142
Grand total	6909	1235

Panel	Success rate GF
CHE	21,43%
ECO	27,27%
ENG	21,95%
ENV	21,18%
LIF	20,39%
MAT	18,18%
PHY	19,30%
SOC	21,05%
Grand Total	21,01%



GLOBAL DATA

Cut off marks EF 2014 - 2020



AREA/PANEL	2014	2015	2016	2017	2018	2019	2020	2021	2022
Chemistry (CHE)	89,6	90,8	91,8	91,4	92,8	92,4	93,0	92,8	91,8
Physics (PHY)	90,4	91,2	91,2	90	90,8	91,4	92,4	92,4	92,4
Mathematics (MAT)	80,2	91	91,6	91,6	92,6	91,2	93,8	92,4	92,2
Life Sciences (LIF)	90,6	92,4	92,2	93	93,6	92,6	94,4	94,4	93,6
Economic Sciences (ECO)	86,6	89,8	90,6	89	89,4	91,6	95,0	92	89,4
ICT and Engineering (ENG)	88,6	90,8	91,8	91,4	93	92,4	94,0	92,8	92,4
Social Sciences & Humanities (SOC)	92,8	92,2	92,8	91	92,6	93,0	93,4	93,6	93,0
Earth & Environmental Sciences (ENV)	90,4	92,2	92	92,2	92,4	93,4	93,6	93,6	92,6
Career Restart Panel (CAR)	87,2	91,2	90,8	91,4	91,2	89,4	90,0	NA	NA
Reintegration Panel (RI)	90,8	92,2	92,6	93,4	92,4	93	92,4	NA	NA
Society and Enterprise Panel (SE)	NA	NA	80,6	83,6	87	82,2	88,6	NA	NA

EVALUATION ANALYSIS

MSCA PF 2021 EXCELLENCE - Strengths

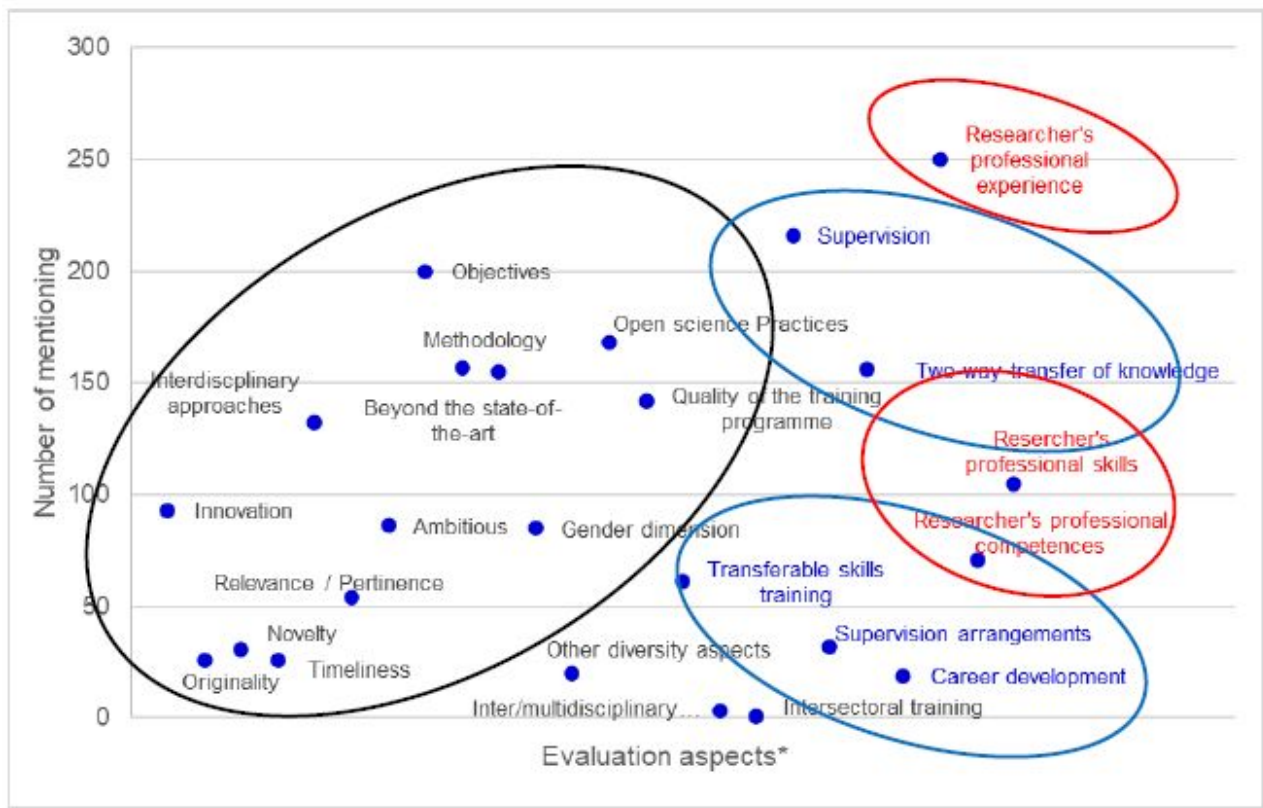


Chart colour coding of evaluation aspects:

- 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



EVALUATION ANALYSIS

MSCA PF 2021 EXCELLENCE - Weaknesses

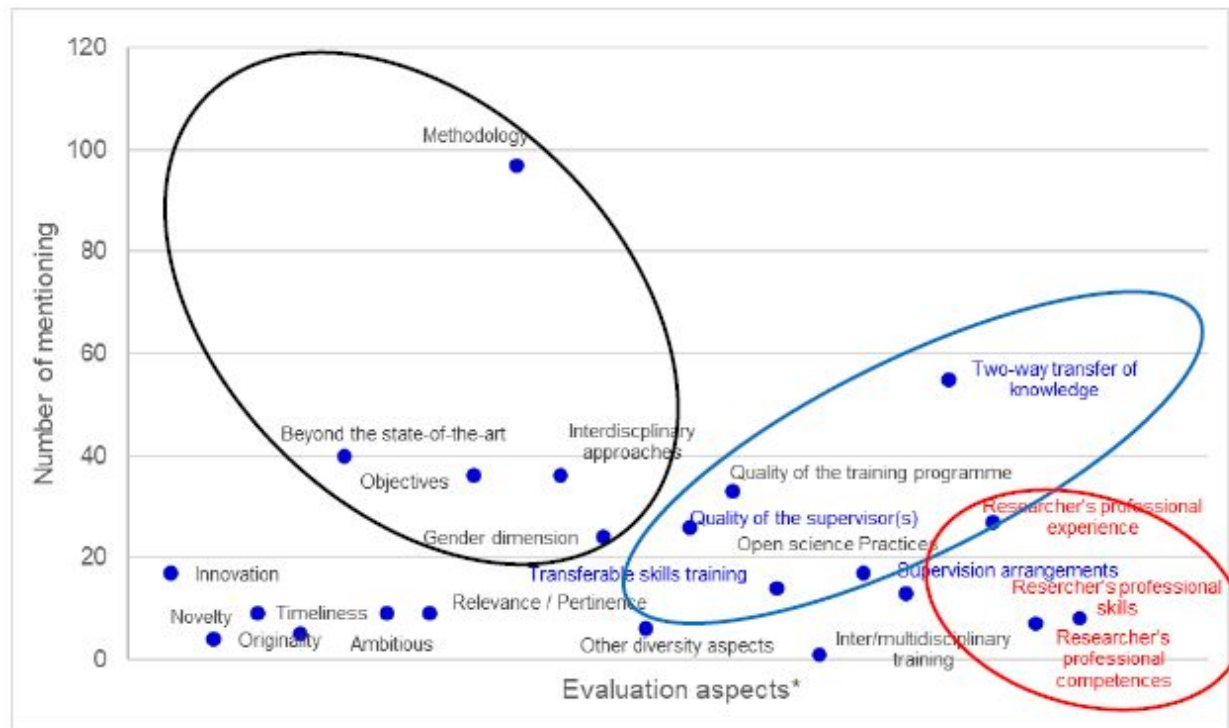


Chart colour coding of evaluation aspects:

- 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

EVALUATION ANALYSIS

MSCA PF 2021 IMPACT - Strengths

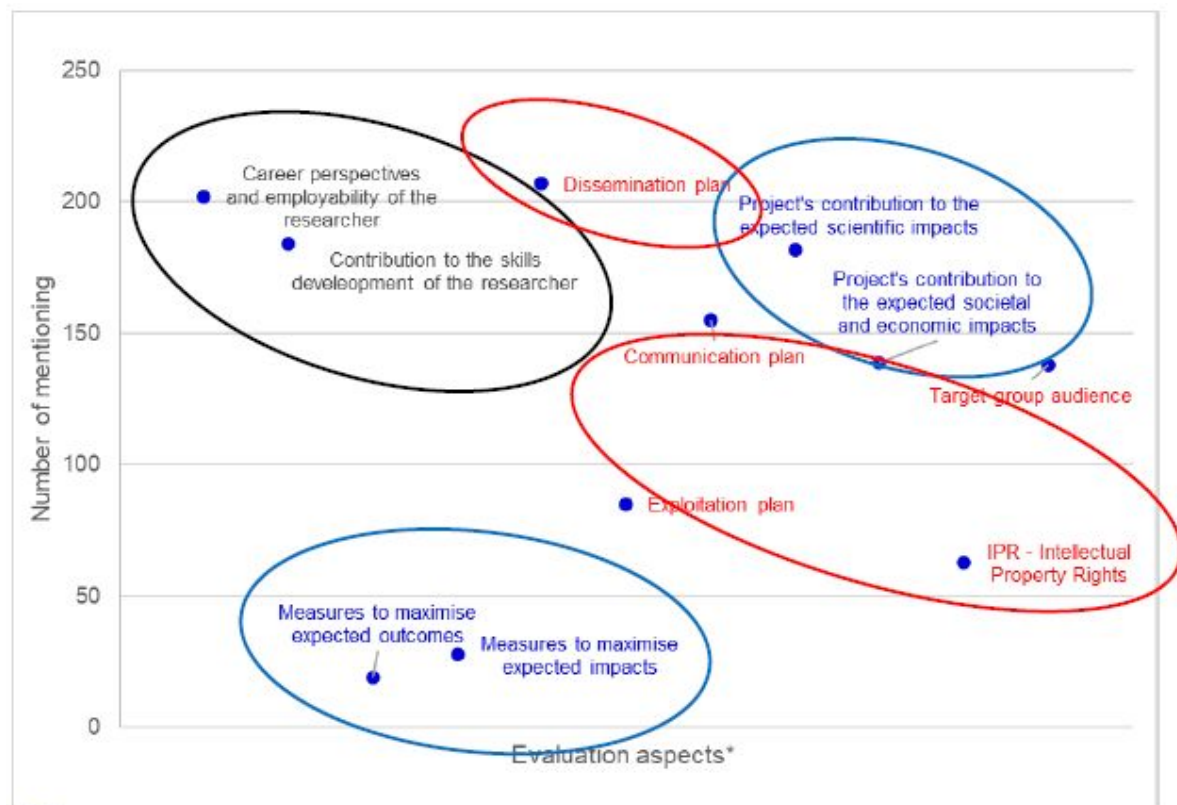


Chart colour coding of evaluation aspects:

- 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

EVALUATION ANALYSIS

MSCA PF 2021 IMPACT - Weaknesses

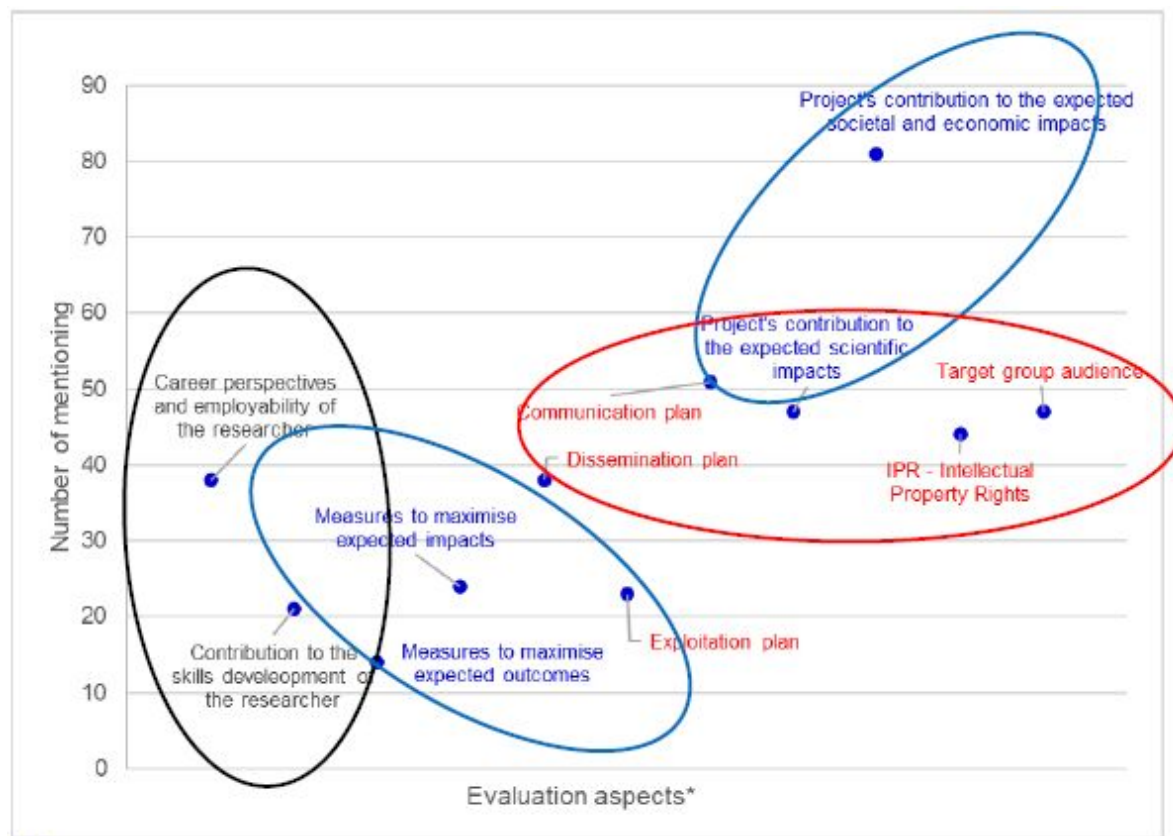


Chart colour coding of evaluation aspects:

- 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

EVALUATION ANALYSIS

MSCA PF 2021 IMPLEMENTATION - Strengths

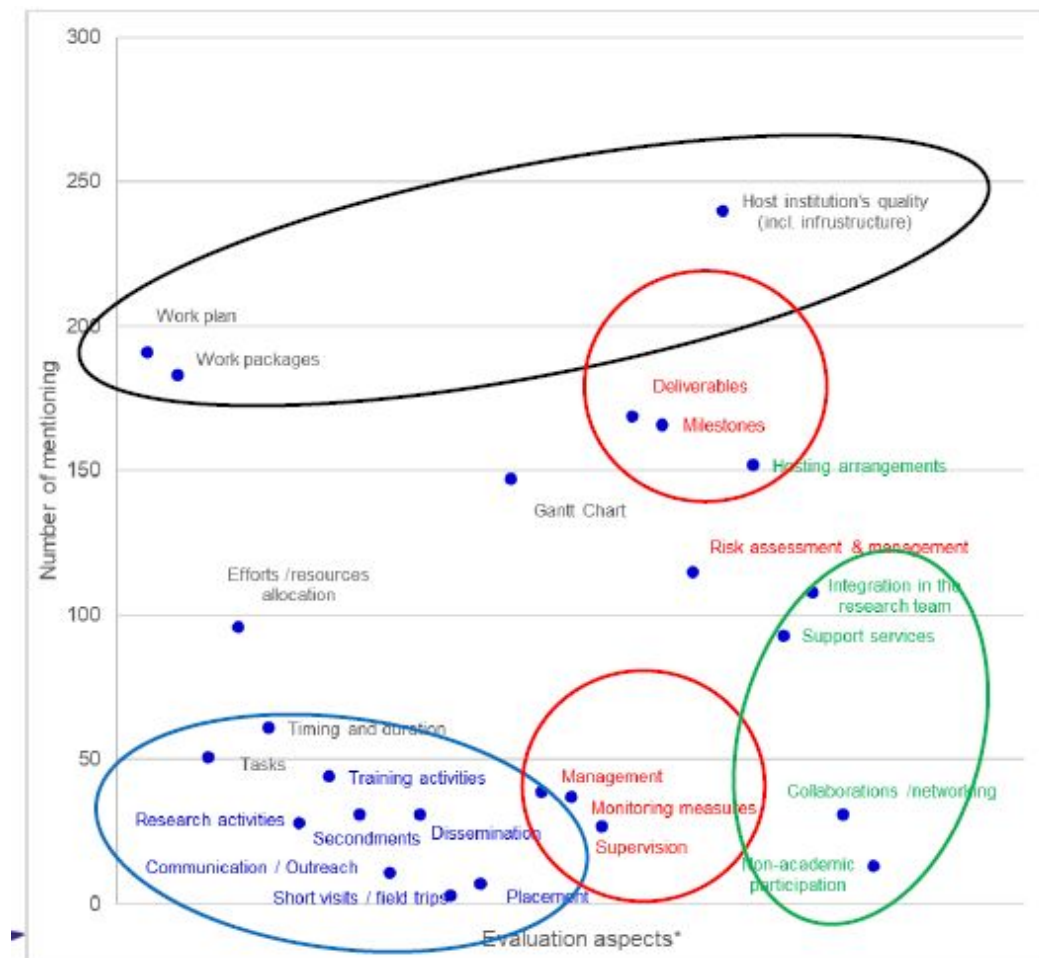


Chart colour coding of evaluation aspects:

- 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



EVALUATION ANALYSIS

MSCA PF 2021 IMPLEMENTATION - Weaknesses

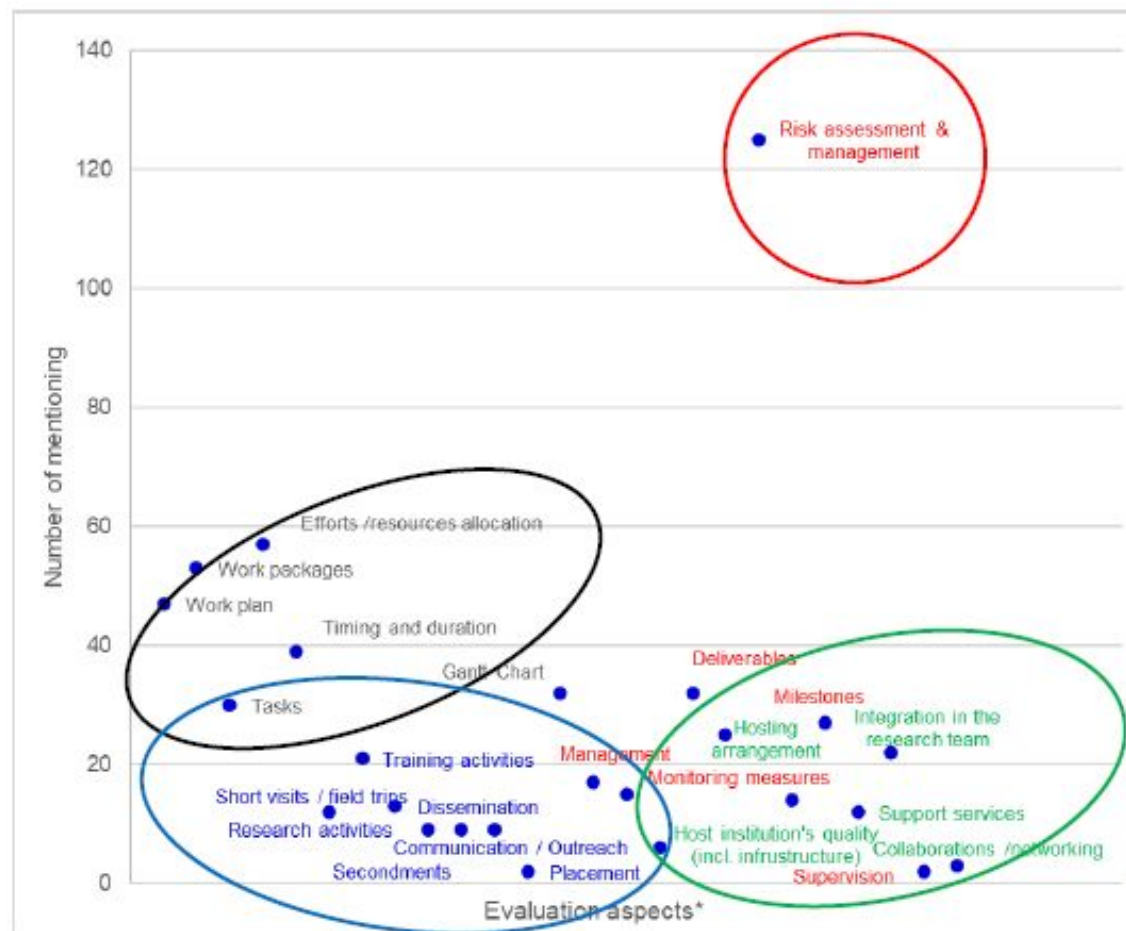


Chart colour coding of evaluation aspects:

- 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





Writing a PF Proposal

WRITING A PF PROPOSAL

Acronym



- **Acronym:** Use a self-explanatory title and a memorable acronym.
- Ensure that 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.
- Proposal acronym and fellowship type should be used as a header on each page.
- There is no cover page for the acronym & title.

WRITING A PF PROPOSAL

Proposal Template



- Use the [HE Programme Proposal template](#) provided including the exact sub-headings:
 - It matches the evaluation template and helps you to put the right information in the right place for the evaluators to find it.
 - Evaluators use a “checklist” approach to marking – if the information is not in the correct section, they will give you “zero” for that sub-criterion.
 - Insert the proposal acronym in the Header.

WRITING A PF PROPOSAL

Proposal Layout



TALLER APOYO A
PROPUESTAS:

MSCA POSTDOCTORAL
FELLOWSHIPS
(MSCA PF 2023)

Organiza:
Unidad de Promoción
Oficina de Proyectos Internacionales
Universidad de Granada
25 mayo 2023

<https://www.ub.edu/en/company/ofpi-granada/>
<https://www.facebook.com/ofpi-granada/>
<https://twitter.com/ofpi-granada>



- **Charts**, diagrams, text boxes, figures.
- **Tables** for illustrating the core text of the proposal.
- Correct font and font size (11), single line spacing and page margins (min 15 mm).
- Ensure any colour diagrams etc. are **understandable** when printed (also in black and white).
- Use **highlighting** where appropriate (bold, underline, italics) but don't overdo it!
- Text elements other than the body text, such as tables, headers, foot/end notes, captions, formulas, etc. may deviate, but must be legible and not be less than 8 points.

WRITING A PF PROPOSAL

Proposal Language



- Avoid jargon.
- Explain any abbreviations.
- Use simple clear text, make sure that it 'reads well'.
- Avoid long sentences.
- Avoid too much repetition.
- Do not copy & paste information from other documents/websites.
- Do not provide web links to explain information.
- Be consistent with terms used (for example, you can talk in 1st person (1, me), 3rd person (the researcher, the ER, the fellow), use the same term throughout.

WRITING A PF PROPOSAL



Parts

Part A (electronically)

Read the Guide for Applicants!

From	Title	Content
Section 1	General information	e.g. Acronym, Title, Selection of the Evaluation Panel, Project duration, ...
Section 2	Participants	e.g. PIC, legal name, contact details, person in charge, Institutional Gender Plan,...
Section 3	Budget	Request for funding in terms of research months
Section 4	Ethics and Security	Yes/No answers in Tables and complete both sections
Section 5	Other questions	Miscellaneous issues

Part B1 (PDF upload)

NO COVER PAGE AND NO TABLE OF CONTENTS!

1. Excellence
2. Impact
3. Implementation



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

Part B2 (PDF upload)

4. CV of the researcher (**indicative length: 5 pages**)
5. Capacity of the Participating Organisation(s)
6. Additional ethics information
7. Additional information on security screening
8. Environmental considerations in light of the MSCA Green Charter
9. Letter(s) of commitment from associated partners (only for hosts of outgoing phase of Global Fellowships)



(No page limit)

PARTS OF A PROPOSAL

Part B1: 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)

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 of open science practices)

1.3

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

1.4

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

Suggested length: 4 pages

PARTS OF A PROPOSAL

Part B1: Excellence



The Research Project



PARTS OF A PROPOSAL

Part B1: Excellence



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)

#@QUA-LIT-QL@#

1.1.1 INTRODUCTION



PARTS OF A PROPOSAL

Part B1: Excellence



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)

1.1.2 RESEARCH AND INNOVATION OBJECTIVES (RIO)

PARTS OF A PROPOSAL

Part B1: Excellence



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)

1.1.3 STATE OF THE ART (SOA)



PARTS OF A PROPOSAL

Part B1: Excellence



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)

1.1.3 STATE OF THE ART (SOA)

SoA	Gap in state-of-the-art	RIOs	ACRONYM contribution & INNOVATIVE aspects

PARTS OF A PROPOSAL

Part B1: Excellence



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 of open science practices)

1.2.1 OVERALL METHODOLOGY

PARTS OF A PROPOSAL

Part B1: Excellence



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 of open science practices)

1.2.1 OVERALL METHODOLOGY

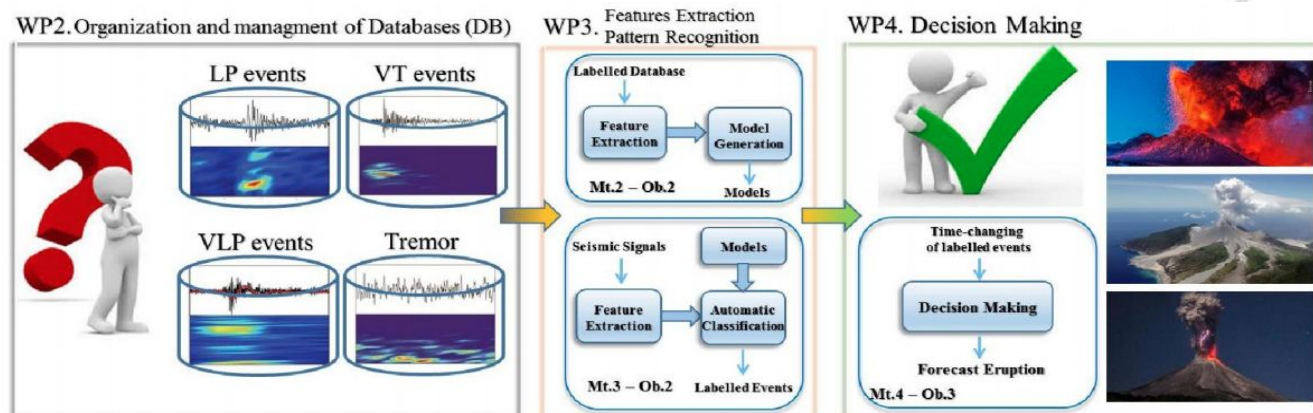


Figure 1. Schematic representation of the whole procedure expected to use in the present project: a) I will start with labelling of the unknown seismic database(left panel); b) I will analyse it using advanced signal processing and machine learning methodologies(central panel); c) by using decision making procedures I will associate seismicity, precursors and volcanic eruptions(right panel).

PARTS OF A PROPOSAL

Part B1: Excellence



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 of open science practices)

1.2.1 OVERALL METHODOLOGY

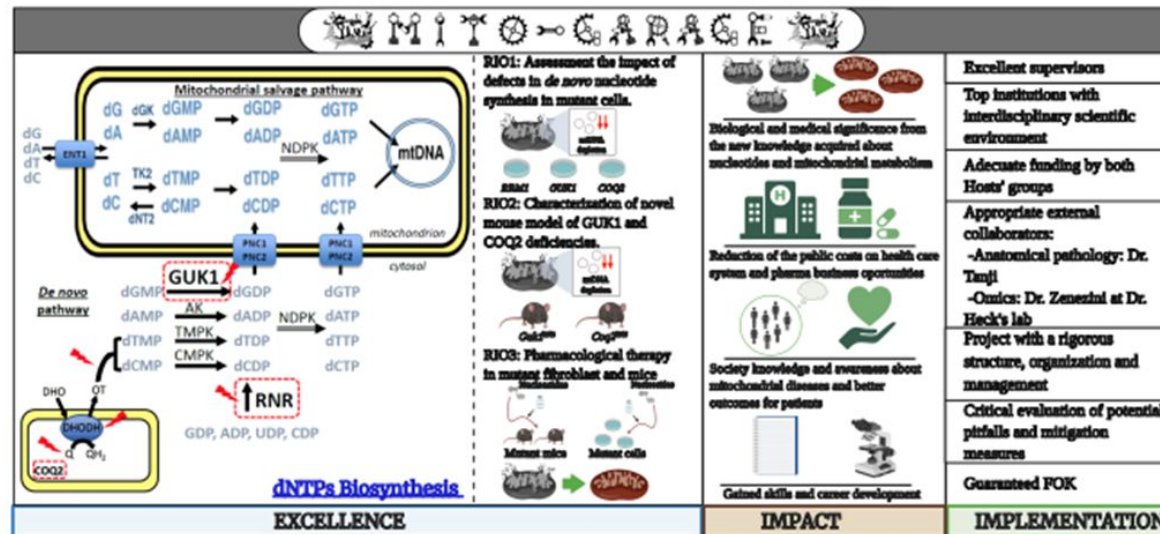


Figure 1. Schematic representation of the whole MITO-GARAGE procedure.

ACRONYM Methodology. By Agustín Hidalgo, MITO-GARAGE Project (HE-MSCA-PF-2021)

PARTS OF A PROPOSAL

Part B1: Excellence



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 of open science practices)

1.2.2 INTEGRATION OF METHODS AND DISCIPLINES TO PURSUE THE OBJECTIVES

PARTS OF A PROPOSAL

Part B1: Excellence



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 of open science practices)

1.2.3 GENDER DIMENSION AND OTHER DIVERSITY ASPECTS

Gender Equality in Academia and Research - GEAR tool:

[About the gender equality in academia and research tool | European Institute for Gender Equality \(europa.eu\)](https://europeaninstitute.org/en/about-the-gender-equality-in-academia-and-research-tool/)

PARTS OF A PROPOSAL

Part B1: Excellence



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 of open science practices)

1.2.3 GENDER DIMENSION AND OTHER DIVERSITY ASPECTS

- Explicit evaluation criteria under Excellence.
- Equal Opportunities among seconded staff and decision-making/supervisors.
- Consider whether and how the gender dimension is relevant to your research (Gender Dimension of Research).
- Consider gender dimension in project management and networking activities.
- Content of the planned research and innovation activities.
- Explain how gender dimension will provide added value in terms of creativity, excellence, etc.
- What new knowledge on gender can be produced? Identify what is missing.
- Include sex and gender aspects as part of a multidisciplinary approach.
- Consider social categories/factors intersecting with sex and gender.

PARTS OF A PROPOSAL

Part B1: Excellence



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 of open science practices)

1.2.4 OPEN SCIENCE PRACTICES

PARTS OF A PROPOSAL

Part B1: Excellence

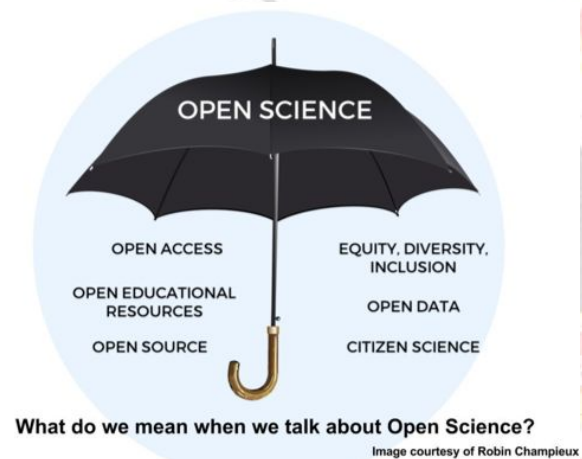


1.2

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 of open science practices)

1.2.4 OPEN SCIENCE PRACTICES

- Describe how open science practices (mandatory and recommended, as appropriate) are implemented.
- How the choice of practices and their implementation are adapted to the nature of your work.
- Open cooperative work and systematic sharing of knowledge and tools.



PARTS OF A PROPOSAL

Part B1: Excellence



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 of open science practices)

1.2.5 RESEARCH DATA MANAGEMENT AND MANAGEMENT OF OTHER RESEARCH OUTPUTS

PARTS OF A PROPOSAL

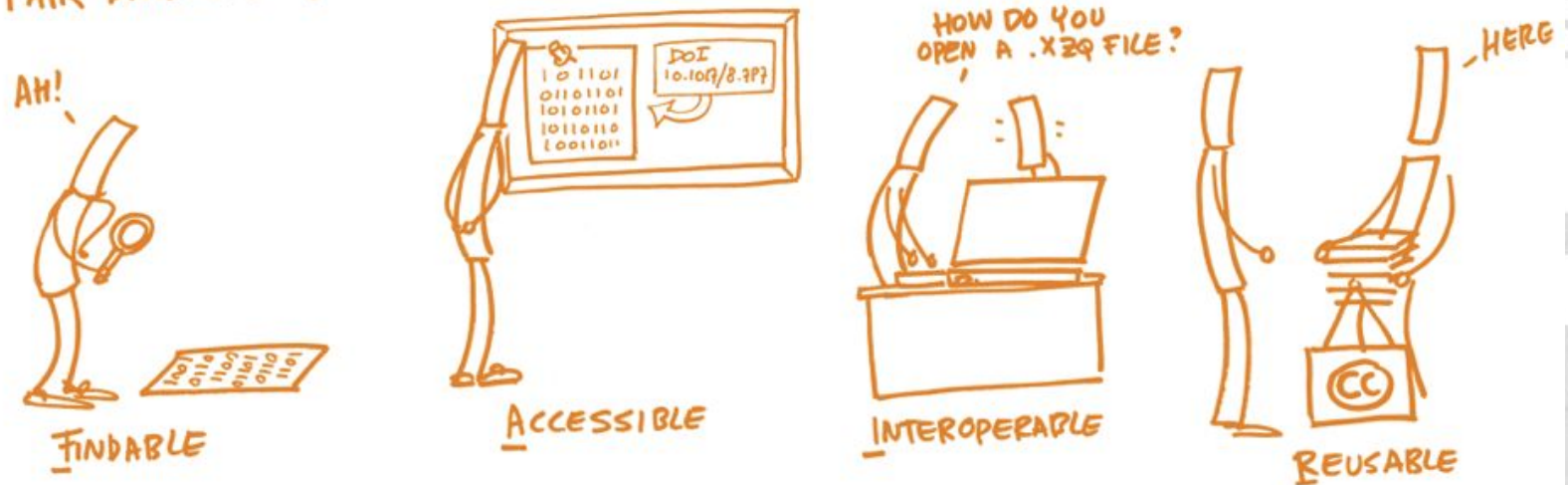
Part B1: Excellence



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 of open science practices)

FAIR DATA PRINCIPLES



<https://www.openaire.eu/how-to-make-your-data-fair>

PARTS OF A PROPOSAL

Part B1: Excellence



1.3

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

1.3.1 THE SUPERVISION



PARTS OF A PROPOSAL

Part B1: Excellence



1.3

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

1.3.1 THE SUPERVISION

Supervisor	Publications (examples of journals)	Conference (examples)	Project funding (examples)	Supervisory / Management experience	Patents / Awards etc.
HI supervisor					
Secondment Supervisor				No PhD. No Postdocs	

[MSCA Guidelines on Supervision](#)

PARTS OF A PROPOSAL

Part B1: Excellence



1.3

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

1.3.2 TRAINING

- Training through-research.
- Hands-on training activities for developing scientific skills.
- On the job scientific transferable skills.
- Inter-sectoral or interdisciplinary transfer of knowledge.



PARTS OF A PROPOSAL

Part B1: Excellence



1.3

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

The Training Project

1.3.2

TRAINING



PARTS OF A PROPOSAL

Part B1: Excellence



1.3

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

1.3.2 TRAINING

Typical Training Examples

Examples of advanced research skills

- Training in new techniques
- Open science
- Data management
- Scientific writing
- Experimental design
- Qualitative & quantitative methods
- User design
- Gender dimension of research

Examples of transferable skills

- Entrepreneurship & innovation
- Grant writing
- Patent applications
- IPR Management and Patenting
- Leadership/Influencing courses
- Project management
- People management
- Presentation skills
- Public engagement
- Ethics in Research (RRI)
- CV preparation
- interview skills

PARTS OF A PROPOSAL

Part B1: Excellence



1.3

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

1.3.3 TRANSFER OF KNOWLEDGE (TOK):

- New knowledge gained AT the HI.
- Knowledge and skills transferred TO the HI.
- Personal Career Development Plan (PCDP).

**Two- /
Three-
way Tok**

PARTS OF A PROPOSAL

Part B1: Excellence

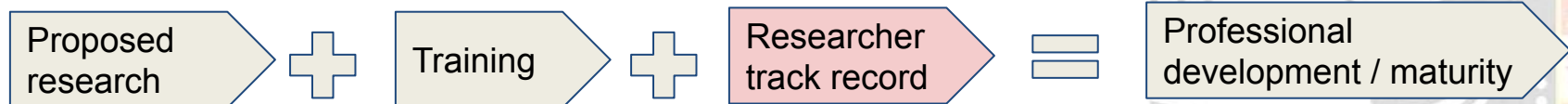


1.4

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

- Introduction: Career goals, your existing professional experience.
- CV key points.
- Key transferable skills.

You are the best person to carry out this scholarship!!!



PARTS OF A PROPOSAL

Part B1: Impact #@IMP-ACT-IA@#



- 2.1 Credibility of the measures to enhance the career perspectives and employability of the researcher and contribution to his/her skills development
- 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
- 2.3 The magnitude and importance of the project's contribution to the expected scientific, societal and economic impacts

Suggested length: **3 pages**

PARTS OF A PROPOSAL

Part B1: Impact



2.1

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

- Expected impact on the future career prospects after the scholarship.
- Career opportunities in the academic and non-academic sectors.
- Better quality research and innovation.
- Describe the impact of the collaborations.

PARTS OF A PROPOSAL

Part B1: Impact



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

2.2.1 PLAN FOR THE DISSEMINATION AND EXPLOITATION

ACTIVITIES, INCLUDING COMMUNICATION ACTIVITIES. #@COM-DIS-VIS-CDV@#

DISSEMINATION: sharing research results with potential users
EXPERT AUDIENCES (Academy & Stakeholders).

- **HE Online Manual:** <http://sl.ugr.es/0cEI>
- **Examples of activities:** conferences, industry events, magazine publications, workshops, social media, trade fairs, book chapters, summer schools, round tables, etc. (WP Table and Gantt Chart).

PARTS OF A PROPOSAL

Part B1: Impact



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

2.2.1 PLAN FOR THE DISSEMINATION AND EXPLOITATION ACTIVITIES, INCLUDING COMMUNICATION ACTIVITIES.

EXPLOITATION: the use of results for commercial purposes or in the formulation of public policies.

- HE Online Manual: <http://sl.ugr.es/0c6E>.
- Research Results Transfer Office (OTRI, for its initials in Spanish).
- "MSCA rules" for Intellectual Property (IP): <http://sl.ugr.es/0aoX>.
- **Examples of activities:** policy briefs, good practice guide, patents. (WP Table and Gantt Chart).
- **Use a Table** to describe the methods of exploitation of the results.

PARTS OF A PROPOSAL

Part B1: Impact



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

COMMUNICATION: Transmit the results of the research and the project itself, from the very beginning, to a non-specialized audience.

- **HE Online Manual:** <http://sl.ugr.es/Communication>.
- **Examples of activities:** Project website, setting up Project Social Networks (Facebook, Twitter, Linkedin, etc...), .Transmedia releases:, Press releases in local, national [and/or international] digital journals (WP Table and Gantt Chart), Workshops in schools, etc .
- **Public engagement.**

PARTS OF A PROPOSAL

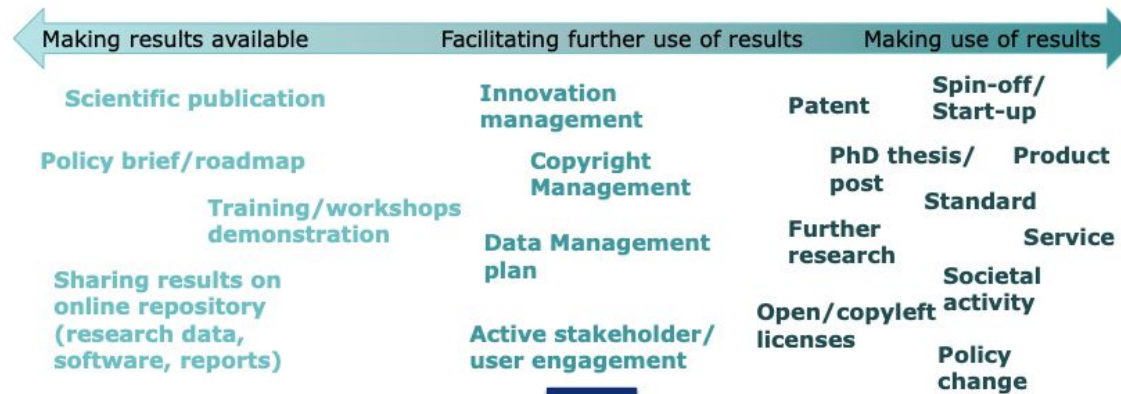
Part B1: Impact



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

Dissemination	Exploitation
Describing and making available results so that they can be used	Making use of results , for scientific, societal or economic purposes
Audiences that may make use of results	Groups and entities that are making concrete use of results
All results which are not restricted due to the protection of intellectual property, security rules or legitimate interests	All results generated during project Participant shall make best efforts to exploit the results it owns, or to have them exploited by another legal entity
Grant Agreement Art. 29	Grant Agreement art. 28



PARTS OF A PROPOSAL

Part B1: Impact



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

Communication: Promote your action and results

Inform, promote and communicate your activities and results

 **Reaching multiple audiences**
Citizens, the media, stakeholders

How?

- Having a well-designed strategy
- Conveying clear messages
- Using the right media channels

When?

From the start of the action until the end


Why?

- Engage with stakeholders
- Attract the best experts to your team
- Generate market demand
- Raise awareness of how public money is spent
- Show the success of European collaboration

Legal obligation of your Grant Agreement

Dissemination: Make your results public

Open Science: knowledge and results (free of charge) for others to use

 **Only to scientists?**

Not only but also to others that can learn from the results: authorities, industry, policymakers, sectors of interest, civil society

 **How?**

Publishing your results on:

- Scientific magazines
- Scientific and/or targeted conferences
- Databases

 **When?**

At any time, and as soon as the action has results

 **Why?**

- Maximise results' impact
- Allow other researchers to go a step forward
- Contribute to the advancement of the state of the art
- Make scientific results a common good

Legal obligation of your Grant Agreement

Exploitation: Make concrete use of results

Commercial, Societal, Political Purposes

 **Only by researchers?**

Not only, but also:

- Industry including SMEs
- Those that can make good use of them: authorities, industrial authorities, policymakers, sectors of interest, civil society

 **How?**

- Creating roadmaps, prototypes, softwares
- Sharing knowledge, skills, data

 **When?**

Towards the end and beyond, as soon as the action has exploitable results

 **Why?**

- Lead to new legislation or recommendations
- For the benefit of innovation, the economy and the society
- Help to tackle a problem and respond to an existing demand

Legal obligation of your Grant Agreement

What else?



Acknowledge the EU funding!

Source: [Research Executive Agency \(REA\)](#)

PARTS OF A PROPOSAL

Part B1: Impact



2.3

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

- Expected scientific impact(s).
- Expected economic/technological impact(s).
- Expected societal impact(s).
- Indication of the magnitude and importance of the project's contribution.

PARTS OF A PROPOSAL

Part B1: Impact



2.3

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

Expected impact effects	Field / domain	Impact	Magnitude	Importance
Short term	Scientific	New knowledge, reinforcing scientific equipment and instruments, computing systems	Size of the target group, or the proportion of that group, that should benefit over time	Number of additional healthy life years
	Economic/technological impact			
	Social			
	Others: Health, Politics, ...			
Long term	Scientific			
	Economic/technological impact			
	Social			
	Others: Health, Politics, ...			

PARTS OF A PROPOSAL

Part B1: Impact



2.3

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

Scientific, societal and economic impacts example:

Table 8. Expected scientific, societal and economic impacts of MicroBent

Field/domain	Impact	Magnitude	Importance	Dissemination, Exploitation, Communication & Outreach Activities
Short term				
Scientific	New knowledge on microbial metabolisms	3,000 scientists	2-3 potential biotechnological uses	Journal publication
Economic/technological impact	Safer storage conditions of nuclear waste	2 nuclear waste companies	More efficiency controlling the disposal of waste	Regular meetings with companies
Social	Information about the DGR of nuclear waste, preventing from radioactive contamination	5,000 people	More years of healthy life, with no radioactive contamination (Sustainable Development Goals, SDG, 3.9 & 3.d)	Press releases and podcasts
Long term				
Scientific	New microbial metabolic pathways	5,000 scientists	Implementation of 3-4 new bioremediation technologies	Research publication
Economic/technological impact	Safety implementations in DGR of nuclear waste	3-5 companies managing nuclear wastes	100,000 years of safe disposal of nuclear waste (Sustainable Development Goals, SDG, # 3.9 and # 3.d)	Implementation in companies
Social	Long-term safe disposal of nuclear waste	10,000 people	100,000 years of safe disposal of nuclear waste (Sustainable Development Goals, SDG, # 3.9 and # 3.d)	Press releases and podcasts

ACRONYM Scientific, Societal and Economic Impacts. By Margarita López, MicroBent Project (HE-MSCA-PF-2021)

PARTS OF A PROPOSAL

Part B1: Quality and Efficiency of the Implementation



#@WRK-PLA-WP@# #@CONSOR-CS@# #@PRJ-MGT-PM@#

3.1

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

3.2

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

Suggested length: 3 pages

PARTS OF A PROPOSAL

Part B1: Quality and Efficiency of the Implementation



3.1

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

DELIVERABLE: distinct output of the action, meaningful in terms of the action's overall objectives.

- **Examples:** Scientific reports to the European Commission, a webpage, a software, a prototype, a technical diagram, specific documents (protocols, guides, ...), papers.
- **Use:** <WP number>.<number of deliverable within that WP>.

PARTS OF A PROPOSAL

Part B1: Quality and Efficiency of the Implementation



3.1

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

MILESTONE: control point in the action that help to chart progress.

- **Examples:** Conducting interviews, collection of samples, achievement of a certain analysis necessary for the implementation of the results in the next phase, validations, etc..

PARTS OF A PROPOSAL

Part B1: Quality and Efficiency of the Implementation



3.1

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

3.1.1 BRIEF PRESENTATION OF THE OVERALL STRUCTURE OF THE WORK PLAN, INCLUDING DELIVERABLES AND MILESTONES

- **Management WP.**
- **2-3 Research WP.**
- **Training & Transfer Knowledge WP.**
- **Dissemination/Exploitation, Communication/Outreach activities WP.**

PARTS OF A PROPOSAL

Part B1: Quality and Efficiency of the Implementation



3.1

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

3.1.2 TIMING OF THE DIFFERENT WORK PACKAGES AND THEIR COMPONENTS

- Be concise.
- Reference to the tasks in the WP table and the feasibility of their execution in the scheduled time.
- Duration of the scholarship (PM) is adequate to complete all the work foreseen in the work packages.
- Use Table.

PARTS OF A PROPOSAL

Part B1: Quality and Efficiency of the Implementation



3.1

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

3.1.3 MECHANISMS IN PLACE TO ASSESS AND MITIGATE RISKS (OF RESEARCH AND/OR ADMINISTRATIVE NATURE)

- Keep this concise.
- Consider what may go wrong in your project and how you will solve/mitigate the issue.
- Do not forget the possible administrative risk of your problem: no access to infrastructure, delay of some key purchases, etc.

PARTS OF A PROPOSAL

Part B1: Quality and Efficiency of the Implementation



3.1

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

3.1.3 MECHANISMS IN PLACE TO ASSESS AND MITIGATE RISKS (OF RESEARCH AND/OR ADMINISTRATIVE NATURE)

- Use a Table.

Potential risk	Risk level	Mitigation measures	Contingency measures
<i>WP1.</i>			
	Low		
	Medium		
	High		
<i>WP2.</i>			
	Low		
	Medium		
	High		

PARTS OF A PROPOSAL

Part B1: Quality and Efficiency of the Implementation



3.1

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

3.1.3 MECHANISMS IN PLACE TO ASSESS AND MITIGATE RISKS (OF RESEARCH AND/OR ADMINISTRATIVE NATURE)

MITIGATION: Action to prevent risk before it happens.

CONTINGENCY: Action to cure risk after it happens.

PARTS OF A PROPOSAL

Part B1: Quality and Efficiency of the Implementation

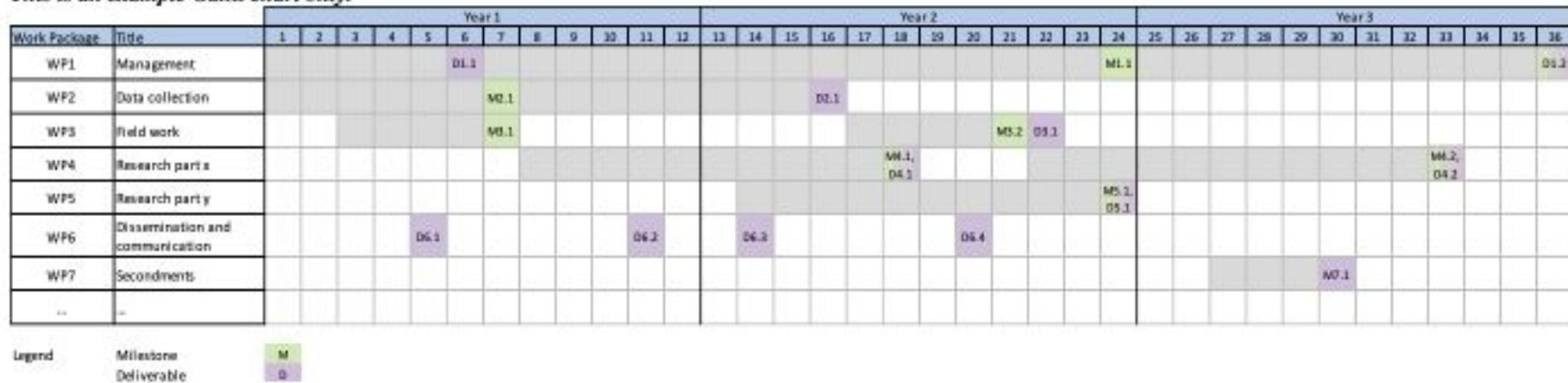


3.1

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

3.1.4 GANTT CHART

This is an example Gantt chart only.



PARTS OF A PROPOSAL

Part B1: Quality and Efficiency of the Implementation



3.2

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

3.2.1 HOSTING ARRANGEMENTS

- Integration within the team/institution.
- Nature and the quality of the research group/environment.
- Size and composition of the research team in the host organisations.

WRITING A PF PROPOSAL



Parts

Part A (electronically)

Read Guide for Applicants!

From	Title	Content
Section 1	General information	e.g. Acronym, Title, Selection of the Evaluation Panel, Project duration, ...
Section 2	Participants	e.g. PIC, legal name, contact details, person in charge, Institutional Gender Plan,...
Section 3	Budget	Request for funding in terms of research months
Section 4	Ethics and Security	Yes/No answers in Tables and complete both sections
Section 5	Other questions	Miscellaneous issues

Part B1 (PDF upload)

NO COVER PAGE AND NO TABLE OF CONTENTS!

1. Excellence
2. Impact
3. Implementation



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

Part B2 (PDF upload)

4. CV of the researcher (**indicative length: 5 pages**)
5. Capacity of the Participating Organisation(s)
6. Additional ethics information
7. Additional information on security screening
8. Letter(s) of commitment from associated partners (only for hosts of outgoing phase of Global Fellowships or non-academic placement)



(No page limit)

PARTS OF A PROPOSAL

Part B2



4. Curriculum Vitae.

5. Capacity of the Participating Organisation(s)

6. Additional ethics information

7. Additional information on security screening

8. Environmental considerations in light of the MSCA Green Charter

9. Letter(s) of commitment from associated partners

PARTS OF A PROPOSAL

Part B2



4.

Curriculum Vitae.

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

Suggested length: 5
pages

❖ Follow the template
❖ Provide full dates **that match those in Part A**

PARTS OF A PROPOSAL

Part B2



4. Curriculum Vitae.

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

❖ Follow the template
❖ Provide full dates that match those in Part A

PARTS OF A PROPOSAL

Part B2



4. Curriculum Vitae.

How to identify aspects of leadership and independence in your CV?

1. Publications without your thesis supervisor.
2. Publications as first author.
3. IP of research projects financed with national or international funds: even if they are microprojects.
4. Research expeditions led (ex: direction of archaeological excavations, of anthropological / scientific. research in a certain place: interviews, collection of samples).
5. Coordination of international conferences / seminars.
6. Coordination of courses (and participation).
7. Request for international projects such as IP.
8. Intellectual Property Records / Patents.
9. Tutor of master's thesis, degree ...
10. Mentoring actions, tutoring...
11. Conducting classes, consulting ...

PARTS OF A PROPOSAL

Part B2



4.

Curriculum Vitae.

- Track record is evaluated against other researchers in your career stage, discipline and sector
- Include your ORCID ID
- Research career gaps and/or unconventional paths should be clearly explained
- Think about all your activities, including public engagement activities, that can help to demonstrate your:
 - ability to reach and re-enforce a position of professional maturity in research, excellence and expertise, ability to benefit from the fellowship, to transfer knowledge
- If you are not the first or lead author on publications, briefly explain your contribution
- Include bibliographic information for publications
- Conference/seminar participation
 - were you invited/did you organize the event, were you selected via peer review/talk/poster presentation/panel member...
- include all your areas of experience:
 - teaching, reviewing, consultancy, intersectoral experience, supervision, event organisation, public outreach, committee involvement
- Can use narrative to help highlight key achievements



PARTS OF A PROPOSAL

Part B2



5.

Capacity of the Participating Organisation(s)

5.1 OVERVIEW LIST OF ALL PARTICIPATING ORGANISATIONS

5.2 CAPACITY OF THE PARTICIPATING ORGANISATIONS



PARTS OF A PROPOSAL

Part B2



5.

Capacity of the Participating Organisation(s)

5.1 OVERVIEW LIST OF ALL PARTICIPATING ORGANISATIONS

Organisation role	PIC	Legal Entity Short Name	Academic organisation (Y/N)	Country	Name of Supervisor
Beneficiary					
Associated partner linked to a beneficiary (if applicable)					
Associated partner for outgoing phase (mandatory for GF)					
Associated partner for secondment (optional)					
Associated partner for non-academic placement (optional)					
Other: _____					



PARTS OF A PROPOSAL

Part B2



5.

Capacity of the Participating Organisation(s)

5.2 CAPACITY OF THE PARTICIPATING ORGANISATIONS

Choose one of: *Beneficiary (compulsory)*; *Associated partner linked to a beneficiary (if applicable)*; *Associated partner for outgoing phase (compulsory for GF only)*; *Associated partner for secondment (optional)*; *Associated partner for non-academic placement (optional)*

[Full name + Legal Entity Short Name + Country]

General Description

Contact HI: OFPI provides you a summary.

Role and profile of supervisor

(names, title, **qualifications** of the main **supervisor**)

Key research facilities, Infrastructure and Equipment

Demonstrate that the beneficiary **has sufficient facilities and infrastructure to host** and/or offer a suitable environment for **training** and **transfer of knowledge** to the recruited researcher.

EU-funded research and training programmes/actions/projects

Indicate **up to 5 relevant EU, national or international research and training actions/projects** in which the institution/department has **previously participated** and/or is **currently participating**

PARTS OF A PROPOSAL

Part B2



6.

Additional ethics information

Main ethical principles:

1. Respecting human dignity and integrity.
2. Ensuring honesty and transparency towards research subjects and notably getting free and informed consent (as well as assent whenever relevant).
3. Protecting vulnerable persons.
4. Ensuring privacy and confidentiality.
5. Promoting justice and inclusiveness.
6. Minimising harm and maximising benefit.
7. Sharing the benefits with disadvantaged populations, especially if the research is being carried out in developing countries.
8. Maximising animal welfare, in particular by ensuring replacement, reduction and refinement ('3Rs') in animal research.
9. Respecting and protecting the environment and future generations.

“How to complete your Ethics Self-Assessment”-
<http://sl.ugr.es/Ethics>

Guidance Document for Researchers Complying with
Requests from the European Commission Ethics
Reviews - <http://sl.ugr.es/0apn>

PARTS OF A PROPOSAL

Part B2



7.

Additional information on security screening

Additional information on security aspects that could not be included in Part A of the proposal (if needed).

PARTS OF A PROPOSAL

Part B2



8.

Environmental considerations in light of the MSCA Green Charter

Explanation of how the proposed project would strive to adhere to the MSCA Green Charter during its implementation.



PARTS OF A PROPOSAL

Part B2



9.

Letter(s) of commitment from associated partners

9.1 HOST FOR OUTGOING PHASE OF GLOBAL FELLOWSHIP

If applicable



General tips

GENERAL TIPS

About the project



- A PF proposal is **not a research proposal** as such, but a **proposal for training in research**.
- **Don't be over-ambitious** –it is a common flaw for the work plan to be unrealistic.
- Be precise – less is sometimes more; structure the proposal well .
- Try to have the best match researcher/ supervisor/ Host Institution.

GENERAL TIPS

About the researchers' CV



- The CV doesn't have to be perfect, but the **training should fix any shortcomings.**
- **Employability** after the fellowship is key.

GENERAL TIPS

General Approach



- It is an individual project but a collaborative work.
- **Involve the HOST institution:** European Projects Offices / Transfer of Technology Offices / HR. Departments, other colleagues...
- National Contact Points...
- Get familiar with the Funding and Tenders Portal, upload a version, you will be able to rewrite it.

GENERAL TIPS

About the evaluation



- The **weighting of criteria** is 50% - 30% -20%. You need to perform close to 100% on each.
- **Follow the template** – the evaluators need to be able to find all key points.
- The reviewers may not be specialists in the field.
- ***“A picture is worth more than a thousand words”***: use visuals to provide global information at a glance.



Useful links

USEFUL LINKS



- 2023 Call: <http://sl.ugr.es/0diL>
- Guide for Applicants 2023: <http://sl.ugr.es/0dfD>
- Proposal template and instructions on how to fill it in: sl.ugr.es/0bR6
- MSCA specific evaluation forms used by the expert evaluators: <http://sl.ugr.es/0bPK>
- MSCA Green Charter: <http://sl.ugr.es/0cDf>
- Guidelines on supervision: <http://sl.ugr.es/0cDh>
- Cross-cutting priorities & issues: <http://sl.ugr.es/0c6E>

USEFUL LINKS



- Presentation - News and general aspects of MCSA-PF 2023: <http://sl.ugr.es/0djL>
- MSCA PF 2023: evaluation analysis <http://sl.ugr.es/0cEV>
- A case study of successful collaboration (UGR): <http://sl.ugr.es/0cEW>
- Database of projects: http://cordis.europa.eu/projects/home_es.html
- UGR's schedule for the application process: <http://sl.ugr.es/0cEH>
- MSCA National Contact Points: <http://sl.ugr.es/0cEF>

USEFUL LINKS



Centralized documents:

www.horizonteeuropa.es

Information sessions and supporting documentation (Presentations included):

[Seminarios de apoyo a preparación propuestas MSCA PF 2023 - Oficina Europea - FECYT | Oficina de Proyectos Internacionales \(ugr.es\)](#)



Marie Skłodowska-Curie Actions

Convocatoria MSCA PF 2023- Proyectos Posdoctorales

Seminarios de difusión y apoyo a preparación propuestas

25/04/2023: sesión informativa nacional online sobre aspectos generales
09/05/2023: sesión informativa nacional online sobre envío y aspectos presupuestarios
22/05/2023: sesión informativa nacional online sobre aspectos prácticos
13/06/2023: café con tu NCP (sesión dirigida a personal de gestión y supervisión)



USEFUL LINKS



Upcoming MSCA workshops:

[Taller de preparación de propuestas MSCA - PF 2023 - Oficina de Proyectos Internacionales \(juntadeandalucia.es\)](https://www.juntadeandalucia.es/oficina-de-proyectos-internacionales)
(7, 15 and 22 June)



[Registration Open: MSCA Postdoctoral Fellowships 2023 Call Information Webinar Series – UKRO](https://www.ukro.ac.uk/) (6, 8 and 9 June)
(English Language)



USEFUL LINKS



Upcoming MSCA workshops:

[Applying for a MSCA Postdoctoral Fellowship - Tips & Tricks | EURAXESS \(europa.eu\)](#) (1st June) (English and French Language)



[Apply for a Marie Skłodowska-Curie Postdoctoral Fellowship at one of the Arqus Universities! - Arqus \(arquus-alliance.eu\)](#)



CERTIFICATE OF ATTENDANCE



TO RECEIVE THE
CERTIFICATE OF ATTENDANCE
YOU NEED TO COMPLETE
THE E-FORM

A sample certificate of attendance form from the University of Granada. It features the university's logo at the top, followed by the text 'Vicerrectorado de Investigación y Transferencia'. The main body of the form contains the text: 'La Oficina de Proyectos Internacionales (OFPI) de la Universidad de Granada hace constar que: XXXXXXXXXXXXXXXX ha asistido a la XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX celebrada de forma ONLINE en Granada el XXXXXXXXXX con una duración de X horas lectivas.' At the bottom, there is a logo for OFPI (Oficina de Proyectos Internacionales) and the text 'OFPI Oficina de Proyectos Internacionales'.

LINK WILL BE AVAILABLE IN THE
GOOGLE MEET CHAT

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