

Factsheet Marie Skłodowska Curie Actions Individual Fellowships (IF) 2017

What is a Marie Skłodowska Curie Fellowship?

- An individual grant for **experienced researchers** undertaking **mobility** between countries.
- The fully funded (salary, travel & research costs) Fellowship provides an opportunity to undertake world class research in any research field and enhance a researcher's **career development through training and the transfer of knowledge**.
- An application is made jointly by the researcher with a **supervisor from the host institution**.

Experienced researcher - at the time of the call deadline the applicant must be in possession of a **doctoral degree or have at least four years of full-time equivalent research experience**.

What does a Marie Curie Fellow Do?

- Undertakes a **research project** and **advanced training**. The researcher is therefore expected to implement the research/innovation activities by organising/taking part in training courses, workshops, summer schools, seminars, conferences with the aim of sharing knowledge, acquiring new skills and developing their career prospects.
- **Communicates** and **disseminates** the research findings and participates in **public engagement** activities.
- **Secondments** during the Fellowship are **highly recommended**. Secondments must take place in Europe, preferably in a non-academic sector and they must facilitate knowledge transfer or provide training opportunities.

Types of Fellowships

European Fellowships (EF)	Global Fellowships (GF)
<p>Fellowship for a period of 12-24 months for researchers of any nationality who will be moving from any country to an EU member state (MS) or Associated country (AC).</p> <p>Researchers apply to:</p> <ul style="list-style-type: none"> • One of eight scientific panels or • A career restart (CAR) panel or • A reintegration panel (RI) or • An enterprise & society (ES) panel – requires a non-academic host. <p>CAR panels are for researchers who have not been active in research for at least 12 months.</p> <p>RI panels are for applicants moving from a Third Country (any country that is not an MS or AC) to a European MS or AC.</p>	<p>Fellowship for a period of 24-36 months with an outgoing period of 12-24 months followed by a return period of 12 months.</p> <p>The outgoing phase of 12-24 months is a secondment from an EU MS/AC to a third country and the return phase of 12 months to Europe is mandatory.</p> <p>All Global Fellowship proposals are allocated to one of the eight scientific panels, the same as for the standard European Fellowships.</p> <p>ADDITIONAL COSTS ARE ASSOCIATED WITH SUPPORTING A GF APPLICATION AND THESE MUST BE DISCUSSED WITH HEAD OF SCHOOL.</p>
<p>Eligibility Rules</p> <p>At call deadline the researcher must not have resided or carried out their main activity in the country of their host for more than 12 months in last three years.</p> <p>CAR and RI Panels: At call deadline the researcher must not have resided or carried out their main activity in the host country for more than three in the last five years.</p> <p>RI Panel: The researchers must be a national or a long term resident of an EU MS or AC.</p> <p>ES Panel: Host must be non-academic.</p>	<p>Eligibility Rules</p> <p>The researcher must move from any country to the partner organisation located in the third country.</p> <p>At call deadline the researcher must not have resided or carried out their main activity in the third country where the initial outgoing phase takes place for more than 12 months in the last three years.</p> <p>The researcher must be a national or a long term resident of an EU MS or AC.</p>

Application Process - Online Submission Tool

1. You need an ECAS account (you may have it already) to use the online submission system.
2. To create an ECAS account, click [here](#) and then click on “Register” (top-right corner).
3. Once you have registered, log on [here](#) with your username and password.
4. Find the MSCA Fellowships by clicking on Funding opportunities (on the tool bar at the top) - H2020 under Calls on the left hand side - From the grey Horizon 2020 theme list in the centre of the page, tick Marie-Sklodowska Curie Actions. Select MSCA-IF-2017.

5. Click MSCA-IF-2017: Individual Fellowships next to the green open button. Under the Topic conditions and documents tab you can find the guide for applicants and you can also start the submission process.

- Once you have selected the panel you will arrive immediately at step 3. You need to add the University **PIC number 999903840, the acronym, title and panel.**
- To **give access to others** to the project then log in and select your proposal from the my proposals tab under **my area on the left hand side.** Click ED and then click step 4 parties and select the + button to add email addresses.

RESEARCH & INNOVATION Participant Portal

European Commission > Research & Innovation > Participant Portal > My Proposals

MY AREA | HOME | FUNDING OPPORTUNITIES | HOW TO PARTICIPATE | EXPERTS | SUPPORT | Search PP | CLAIRE FAICHNE

My Organisation(s)
My Proposal(s)
 My Project(s)
 My Notification(s) 4555
 My Formal Notification(s)
 My Expert Area

My Proposals

This page provides a list of all proposals relating to you as a participant, as follows:

- proposals you have initiated or submitted as a Coordinator/Principal Investigator, or
- proposals you have contributed to as a project participant

You can view, edit or download your draft or submitted proposals, depending on the proposal status and the deadline of the relevant call.

To start preparing a new proposal, go to **Funding Opportunities**, to the page of the call or topic that you want to apply for, and enter the **electronic submission system**.

Legend: ED Edit Draft, VD View Draft, VS View Submitted, DE Delete Proposal, FD Follow-up, PC Proposal Consortium

PROGRAM	CALL	FUND. SCH.	PROP. ID	ACRONYM	STATUS	REM. TIME	ACTIONS
H2020	H2020-FoodScanne rPrize-2015-1	IPr	SEP-210313589	test	Draft		VD DE
H2020	H2020-INFRAIA-2016-2017	RIA	SEP-210346953	RI test	Draft		VD DE
H2020	H2020-SC1-2016-2017	RIA	SEP-210347807	test	Draft		ED DE
H2020	H2020-PETOPEN-2016-2017	CSA	SEP-210357407	test	Draft		VD DE
H2020	H2020-MSCA-IF-ST	ST	SEP-210356300	test	Draft		ED DE

- Complete Part A (Admin forms); Download Part B Templates, Upload Complete Part Bs and Submit.

NOTE THE SUPERVISOR AT THE HOST INSTITUTION SHOULD SUBMIT THE PROPOSAL.

Additional Sources of Information

The factsheet provides basic information about the 2017 Marie Skłodowska Curie IF and details for the application process at the University of Manchester. The factsheet does not replace the official Marie Curie Guidance documents. As a minimum, applicants should read:

[2016-2017 PEOPLE WORK Programme](#) and the relevant [Guide for Applicants](#).

Other useful documents include:

Research funded [projects](#)

How to [disseminate](#) your research

What does the EC mean by [communication](#)

Ideas for [Outreach Activities](#)

Key Dates

Deadline: 14 Sep 2017 4pm UK time **Expected results:** Feb 2018 **Start date:** May 2018 onwards

Please note that Schools & Faculties will have their own deadlines for approving an application.

PROPOSAL STRUCTURE

Part A Administrative Forms - All Completed Online

1. General information, panel section and descriptors and abstract.
2. Administrative data of the participating organisations including supervisor details.
3. Budget information including duration.
4. Ethics yes/no questions.
5. Call specific questions and declarations including details of secondments.

Part B – Proposal Details -Templates are downloaded when application is created and then uploaded as a PDF when completed.

1. Part B-1 has a 13 page limit and must consist of Start page (1 whole page), Table of Contents (1 whole page) and List of Participating Organisations (1 whole page) and a **max of 10 pages** covering sections 1-3 covering **excellence, impact and implementation**.
2. Part B-2 is for sections 4-7 to include researcher **CV (5 pages MAX)**, capacity of the **participating organisations** (1 page per organisation), **ethics** and letters of commitment for GF applications only. B-2 has no overall page limit but note the five page limit for section 4.

Only Global Fellowships require a letter of commitment from the partner organisation.

BUDGET

Researcher Unit Cost (per person month)			Institutional Unit Cost (per person month)	
Living allowance*	Mobility Allowance	Family allowance**	Research, training & networking costs	Management & overheads
4650	600	500	800	650

- Funding is based on unit costs, multiplied by requested person months.
- *Country co-efficient applies to living allowance only.
- Living, mobility and family allowances are for the researcher and at UNIMAN are combined into salary payment. Before the gross salary payment can be calculated UoM first converts the allowances from EUROS into sterling and deducts employer's national insurance and pension costs.
- **Family allowance is only applicable for researchers who at the deadline for the submission of the proposal are married, or in a relationship with equivalent legal status to marriage (according to UK law or legislation applicable to their nationality), and/or who have dependent children.

European Fellowship Salary Example - Based on a Conversion Rate of EURO to Sterling of 0.7 and is subject to change

A researcher with family, coming from Netherlands to UoM for two years. The researcher will be given an employment contract for the duration of their Fellowship and their **gross annual salary will be approximately £41,736** (€67,127.40 living plus €14,400 mobility plus €12,000 family converted to sterling at 0.7 - £56229 MINUS employer's compulsory pension and NI costs of £14493). The researcher will also pay tax and national insurance contributions on this salary as per UK law. UoM fixes the salary for the duration of the Fellowship and every 6 months reconciliation is made to take account of exchange rate variations. The researcher will have access to the €9600 annual research, training and networking costs to cover any research related costs such as conferences, training, data, and consumables.

Hints and Tips – What Makes a Successful Application

The B-1 template is very structured with font size limits clearly specified - follow the proposed layout and structure exactly and wherever appropriate use figures and images to break up the text.

Excellence Criteria (50% of the score)

Evaluators are assessing (i) excellent of the research project; (ii) quality of the training and transfer of knowledge; (iii) quality of the supervision at the host institution and (iv) capacity of the researcher.

Research project

- Needs to be innovative, novel, and multi-disciplinary – use those words and highlight them.
- The scientific challenge, i.e. big research question you are addressing should be clear and you should have a number of objectives – these are your work packages.
- Make reference to any encouraging preliminary results or synergies with other grants.
- Provide details of the methodology and approach.
- Show how your project will use a cutting edge approach and the potential of the project to shift the knowledge frontier and the relevance of other disciplines to your project.
- Demonstrate the relevance of the project to political, economic, societal problems in the EU so make it timely and relevant not only to science but also to EU citizens.

Quality of training and transfer of knowledge

- Outline the training you will gain and also the knowledge you will transfer to the host.
- Be specific about the training objectives; tie the training objectives to actual activities.
- Make sure transferrable skills are relevant – be specific and justify why you are doing the training rather than just list the training.
- Think of all aspects of training from scientific and methodological training to complementary skills – be specific details – you could present in a table format the training, the date, the reason for attendance and the expected outcome.
- There are a number of training workshops for research staff at UoM within each Faculty – [FBMH](#), FSE and Humanities.
- Describe how you will transfer knowledge to the host - describe if you will be participating in seminars, delivering any training, presenting your results, running workshops at the host institution.
- Highlight if the applicant has any networks or collaborations that they can bring to the host.

Quality of supervision

- Be very specific – provide evidence that the supervision is excellent, quote the supervisors' track record; how many PhDs postdocs have they supervised; what networks are they part of.
- Show the excellence of hosting - describe how the research group/institute/school fits with your project, describe if the group you are joining has weekly or monthly seminars and highlight what opportunities that will provide.
- If you are describing the opportunities that the research environment will provide you need to explain HOW this will be realised and not just describe the opportunities.

Capacity of the researcher

- Excellent – think what makes you an excellent researcher, your areas of strength, your strong track record, your independence and then describe how that will be developed.
- Explain how the Fellowship will have a positive impact on your career – make clear what your final goal is.
- Highlight the impact of previous work and show evidence of leadership and organisational skills.
- Ensure you can provide evidence for statements such as 'the researcher has a successful track record in the area of..'. For example, you could highlight your publication record.

Impact (30% of the score)

Evaluators are assessing (i) the impact on the career prospects of the researcher; (ii) quality of dissemination measures and (iii) quality of communication measures.

- Specify what your career aims are and how this Fellowship will enable you to reach your goals – increased skills, new experiences, exposure to new sectors, greater contribution to research.
- Think of impact on the host organisation – enhanced cooperation, development of networks.
- Highlight impact at a systems level – what will be the impact of your results?
- Think of dissemination in the broadest context - dissemination within research group; dissemination to the wider scientific community; dissemination to the public; dissemination to stakeholders/end users.
- Describe how you will disseminate and if appropriate consider IPR issues.
- Be specific – make sure details are in the GANTT chart.
- If relevant to your project also refer to exploitation – the use of the results of your research beyond the project either commercially or in public policy.
- Have a clear communication plan setting out the target audiences and what methods you will use to reach these audiences and why.
- Check the public engagement page for ideas for this section - <http://www.engagement.manchester.ac.uk/resources/engagement/>
- Be specific about any public engagement activities you will undertake.

Implementation (20% of the score)

Evaluators are assessing (i) effectiveness of the work plan (ii) appropriateness of tasks and resources (iii) management structure and risk management (iv) institutional environment.

- The work plan should be clear and realistic, refer back to the Work Packages (WPs) that you have described in section 1 and use the GANTT chart to also show deliverables, milestones and secondments.
- Deliverables are outputs such as articles, presentations, reports whereas milestones are control points often related to the science, for example, milestone 1 could be completing of data collection outlined in objective 1.
- Explain the amount of person months you are allocating to each task and work package.
- Make the distinction between project scientific management and financial and contractual management.
- Project scientific management needs to include very specific detail on how progress will be reported and monitored. For example, will there be regular weekly/monthly meetings between the applicant and the supervisor specifically to discuss progress and plan the direction of the research as well as foresee problems. Will you submit written monthly reports – be specific.
- Will you have a mentor as well as a supervisor, how and when will there be formal reviews?
- How will the finances be managed and administered – emphasise the experience of the host institution at managing EC grants and contracts.
- Make sure you have a risk management section and add details of your contingency plan – outline what other risks might occur and how they will be identified.
- Describe your integration into the host institution – access to lab, office space, IT and admin support.
- Highlight why UoM is right place for your research.

Section 5 Description

Please note the information below is UoM wide and should be supplemented with more specific information relating to the lab, School and Faculty you will be based in.

Beneficiary X	
General Description	<p>Description of participant – BE SPECIFIC to the research group/school – below is University wide text but more FACULTY/School/research group data should be added</p> <p>The University of Manchester (UNIMAN) is one of the world's top universities (2015 ranked 41st world, 8th Europe, 5th UK), has an annual income of some £1billion (£1.29b), with some 38,500 students (30% postgraduate, ~10% postgraduate research) and 12,000 staff. Research is at the heart of the University, no fewer than 20 former staff and students have Nobel laureates and currently 4 Nobel laureates are members of academic staff. UNIMAN has 4,410 academic staff and more than 2,000 research staff. In 2014/15 UNIMAN gained more than £345 million (£446m) in external research funding. UNIMAN participated in 380+ FP7 projects. UNIMAN has also hosted 34 ERC fellowships/grants and 90+ Marie Curie Fellowships and Initial Training Networks. UNIMAN is currently participating in >145 H2020 projects including 30+ Marie Skłodowska Curie Individual Fellowships.</p> <p>The Faculty of Biology, Medicine and Health has some 680 academic staff and 750 research staff, combines all of the disciplines in medical and health sciences research and education, providing opportunities for wide-ranging and clinically relevant research (research income ~£90m/year). The project will be based in the School of</p>
Role and Commitment of key persons (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 experienced researcher
Independent research premises?	Yes
Previous Involvement in Research and Training Programmes	<p>Detail any (maximum 5) relevant EU, national or international research and training actions/projects in which the beneficiary has previously participated</p> <p>BE PROJECT SPECIFIC – you can say the University of Manchester has participated in and hosted 80+ Marie Curie Initial Training Networks and Marie Curie Individual Fellowships. The scientist in charge/research group has participated in other programmes such as</p>
Current involvement in Research and Training Programmes	<p>Detail the EU and/or national research and training actions in which the beneficiary is currently participating</p> <p>BE PROJECT SPECIFIC – you can say something like In addition to EU training programmes the University participates in a number of nationally recognised doctoral training programmes, the University is a selected Doctoral training Partner for the MRC, etc. Within the research group.....</p>
Relevant Publications and/or research/innovation products	(Max 5) Only list items (co-)produced by the supervisor