



MSCA

Marie Skłodowska-Curie Actions

Developing talents, advancing research



MSCA Staff Exchanges

Bridging Business and Research - Istanbul MSCA - SE Event - How to write and submit your proposal?

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Unit A3

European Research Executive Agency

Marie Skłodowska-Curie Actions



@REA_research, @MSCAactions



Staff Exchanges

How to apply?

Proposal submission & evaluation

Present MSCA SE call

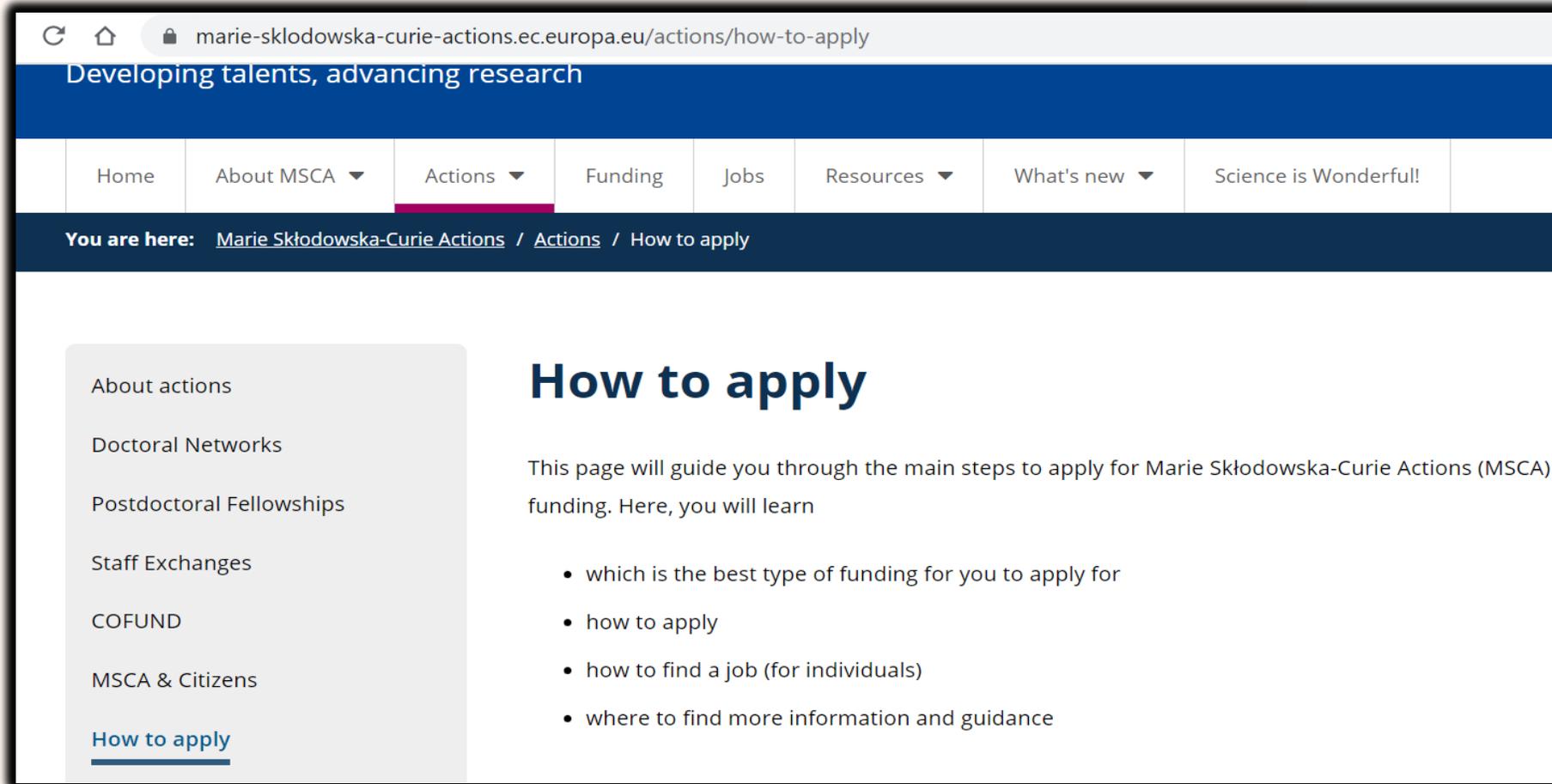
Call	2022	
	Opening Closing	Budget (M€)
Staff Exchanges	06/10/2022 08/03/2023	77,5



~ + 7% more
budget vs
2021

<https://marie-sklodowska-curie-actions.ec.europa.eu/actions/how-to-apply>

MSCA actions on Europa-REA Website



The screenshot shows a web browser window with the URL marie-sklodowska-curie-actions.ec.europa.eu/actions/how-to-apply. The page header features the tagline "Developing talents, advancing research" and a navigation menu with items: Home, About MSCA, Actions (highlighted), Funding, Jobs, Resources, What's new, and Science is Wonderful!. A breadcrumb trail indicates the current location: "You are here: Marie Skłodowska-Curie Actions / Actions / How to apply".

The main content area is titled "How to apply" and includes the following text: "This page will guide you through the main steps to apply for Marie Skłodowska-Curie Actions (MSCA) funding. Here, you will learn"

- which is the best type of funding for you to apply for
- how to apply
- how to find a job (for individuals)
- where to find more information and guidance

A sidebar on the left lists various action types: About actions, Doctoral Networks, Postdoctoral Fellowships, Staff Exchanges, COFUND, MSCA & Citizens, and "How to apply" (which is underlined and highlighted).

[REA Website link](https://marie-sklodowska-curie-actions.ec.europa.eu/actions/how-to-apply)

MSCA SE 2022 call for proposals

The screenshot shows the 'Funding and tenders (3)' page on the European Commission's portal. The left sidebar contains search filters: 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. A search bar is present with the text 'Type your Keywords...'. Below the search bar, there are checkboxes for 'Match whole words only' (checked) and 'GRANTS' (checked) and 'TENDERS' (unchecked). The 'Submission status' section has three options: 'Forthcoming' (unchecked), 'Open for submission (3)' (checked), and 'Closed' (unchecked). The 'Programming period' is set to '2021 - 2027 (3)'. The 'Horizon Europe (HORIZON)' programme is selected, and the 'Marie Skłodowska-Curie Actions (MSCA)' programme part is chosen.

The main content area displays a list of funding opportunities. The first entry is 'MSCA Doctoral Networks 2022' (HORIZON-MSCA-2022-DN-01-01) with a status of 'Open for submission', a deadline model of 'single-stage', and a deadline date of '15 November 2022 17:00:00 Brussels time'. The second entry is 'MSCA Staff Exchanges 2022' (HORIZON-MSCA-2022-SE-01-01), which is highlighted with a red arrow. It also has a status of 'Open for submission', a deadline model of 'single-stage', and a deadline date of '08 March 2023 17:00:00 Brussels time'. Each entry includes 'Call for proposal' and 'Grant' buttons.

Programme	Type of action	Opening date	Status	Deadline model	Deadline date
Horizon Europe (HORIZON)	HORIZON TMA MSCA Doctoral Networks, HORIZON TMA MSCA Doctoral Networks - Industrial Doctorates, HORIZON TMA MSCA Doctoral Networks - Joint Doctorates	12 May 2022	Open for submission	single-stage	15 November 2022 17:00:00 Brussels time
Horizon Europe (HORIZON)	HORIZON TMA MSCA Staff Exchanges	06 October 2022	Open for submission	single-stage	08 March 2023 17:00:00 Brussels time

Staff Exchanges 2022 – Funding & Tenders Portal

General information

Programme
Horizon Europe Framework Programme (HORIZON)

Call
[MSCA Staff Exchanges 2022 \(HORIZON-MSCA-2022-SE-01\)](#) [See budget overview](#)

Type of action
HORIZON-TMA-MSCA-SE HORIZON TMA MSCA Staff Exchanges

Type of MGA
HORIZON Unit Grant [HORIZON-AG-UN] [Open for submission](#)

Deadline model
single-stage

Opening date
06 October 2022

Deadline date
08 March 2023 17:00:00 Brussels time

Partner search announcements

Searches of partners to collaborate on this topic

94 [View / Edit](#)

LEARs, Account Administrators or self-registrants can publish partner requests for open and forthcoming topics after logging into this Portal, as well as any user having an active public Person profile.

Starting an application

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 correspond to the topic you are interested in. The button 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.

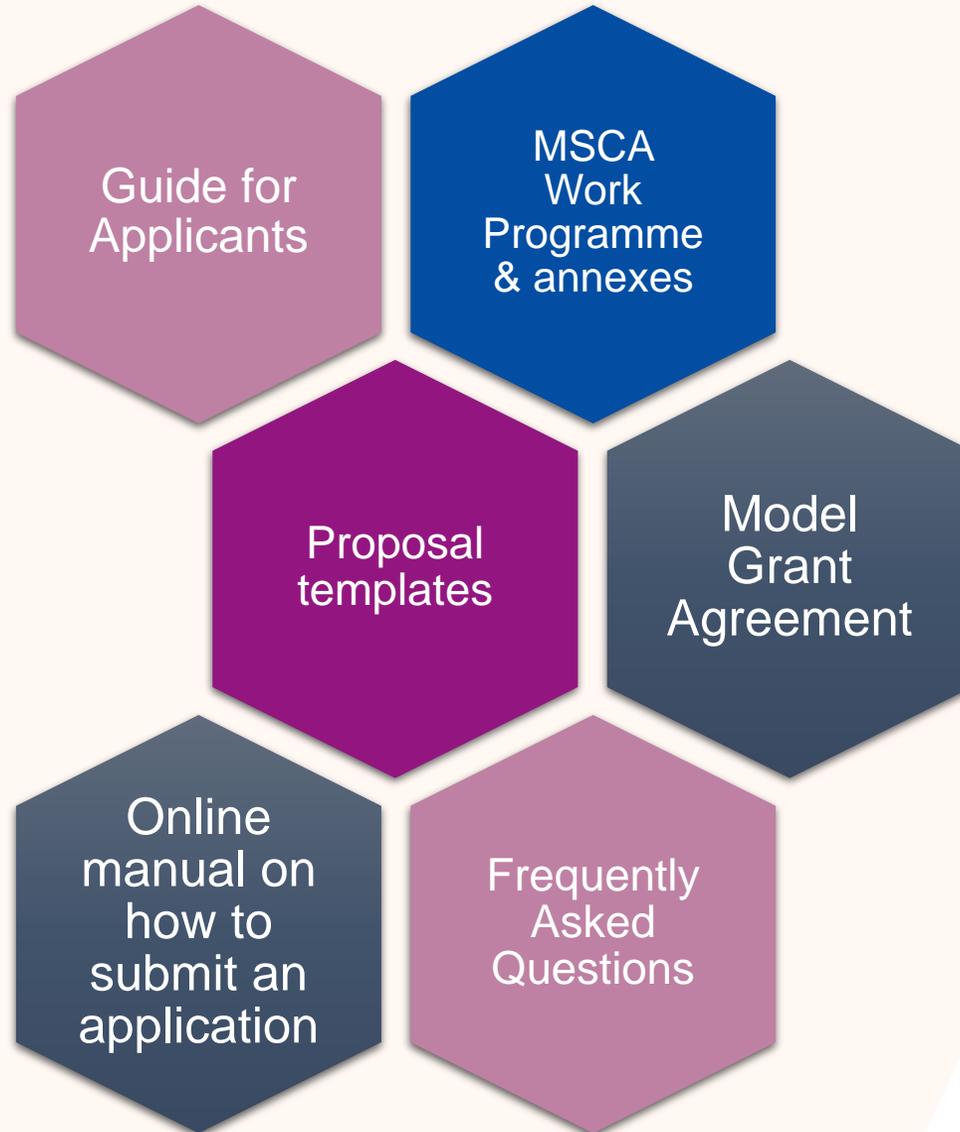
Please select the type of your submission:

HORIZON TMA MSCA Staff Exchanges [HORIZON-TMA-MSCA-SE], HORIZON Unit Grant [HORIZON-AG-UN]

Start submission

 Need help?

Reference Documents



Searching for a Partner

The screenshot displays the 'Funding & tender opportunities' portal. The header includes the European Commission logo, the text 'Single Electronic Data Interchange Area (SEDIA)', and navigation links for 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT', and 'SUPPORT'. A 'Partner search (11)' section is active, showing a search bar and filters for 'Organisations' and 'Persons'. The search results are displayed in a table format, listing four organisations: ANKARA UNIVERSITESI, NECMETTIN ERBAKAN UNIVERSITESI, ITUNOVA TEKNOLOJI ANONIM SIRKETI, and WEARONICS TEKNOLOJI LIMITED SIRKETI. Each entry includes details on Type, Location, and the number of Projects and Partner search announcements.

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

English | Register | Login

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

Partner search (11)

Any use of the Funding and Tenders Portal for a commercial purpose is forbidden. Any misuse of it will lead to the refusal of access to the Funding and Tenders Portal. For more information, please consult the [Funding and Tenders Portal Terms and Conditions](#).

Search by keyword, name... [Search]

Organisations Persons

Programme / Topic

Programme: Horizon Europe (HORIZON) (11)

Topic: HORIZON-MSCA-2021-SE-01-01 (11)

Location

Country: Turkey (11)

City: [Type a City...]

Organisation

Showing results 1 to 11

[Need help?] [Download] Sort by [v]

ANKARA UNIVERSITESI [Organisation]
Type: Higher or secondary education establishment
Location: TANDOGAN ANKARA / Turkey
24 Projects 0 Partner search announcements
NECMETTIN ERBAKAN UNIVERSITESI [Organisation]
Type: Higher or secondary education establishment
Location: KONYA / Turkey
2 Projects 0 Partner search announcements
ITUNOVA TEKNOLOJI ANONIM SIRKETI [Organisation]
Type: Private for profit organisation
Location: SARIYER ISTANBUL / Turkey
5 Projects 11 Partner search announcements
WEARONICS TEKNOLOJI LIMITED SIRKETI [Organisation]
Type: Small or medium-size enterprise



Submission Platform

European Commission | Funding: Submission Service

Progress: Login (✓) | Topic selection (✓) | Create proposal (✎) | Participants (○) | Proposal forms (○) | Submit (○)

Create proposal

Deadline
08 March 2023 17:00:00 Brussels Local Time
117 days left until closure

Call data
Call: HORIZON-MSCA-2022-SE-01
Topic: HORIZON-MSCA-2022-SE-01-01
Type of action: HORIZON-TMA-MSCA-SE
Type of MGA: HORIZON-AG-UN
Topic and type of action can only be changed by creating a new proposal.

Download Part B templates
Download part B templates

Support & Helpdesk
Online Manual | IT How To
IT Helpdesk | FAQ
Service Desk: EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu | +32 2 29 92222

Find your organisation
PIC: [input] | Short name: [input] | Search

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

PIC: 903652553 Istanbul University, Istanbul Medical Faculty Istanbul University, Istanbul Medical Faculty Istanbul,TR	PIC: 513842518 Test Carmelia-Valeria place Roger Brussels,BE	PIC: 936342165 Northeast Ohio Medical University 4209 State Route 44 Rootstown,US
PIC: 853360301 ten&sons GmbH Meyerbeerstrasse 12 München,DE VAT: DE127478588	PIC: 836324220 Center for American Political Studies - Harvard University 1737 Cambridge Street Cambridge,US	PIC: 890109637 Tokyo Tech 2-12-1 Ookayama, Meguro-ku Tokyo,JP

Your role
Please indicate your role in this proposal *

Contact person

Your proposal
It will appear also in the "General Information" section of the Application Form Part A and can also be updated there.

Acronym * [input 20]

Short Summary * [input 2000]

Panel * [input]

SAVE AND GO TO NEXT STEP

Submission Platform

European Commission | Funding: Submission Service

Progress bar: Login (checked), Topic selection (checked), Create proposal (active), Participants, Proposal forms

Create proposal

Deadline
08 March 2023 17:00:00 Brussels Local Time
149 days left until closure

Call data
Call: HORIZON-MSCA-2022-SE-01
Topic: HORIZON-MSCA-2022-SE-01-01
Type of action: HORIZON-TMA-MSCA-SE
Type of MGA: HORIZON-AG-UN

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

Download Part B templates
Download part B templates

Support & Helpdesk
Online Manual | IT How To
IT Helpdesk | FAQ

Service Desk:
EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu
+32 2 29 92222

Find your organisation

PIC This field is required

Short name 238

Find your organisation

You may enter a (complete or partial) organisation name (e.g. "Oxford" or "University of Oxford"). Entering additional information like country/city usually leads to better results. You may also search based on VAT number of the organisation in international format (e.g. "GB123456789")

Type your organisation name or PIC *

238

Submission Platform

Create proposal

Deadline
08 March 2023 17:00:00 Brussels Local Time

147 days left until closure

Call data

Call: HORIZON-MSCA-2022-SE-01
Topic: HORIZON-MSCA-2022-SE-01-01
Type of action: HORIZON-TMA-MSCA-SE
Type of MGA: HORIZON-AG-UN

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

Download Part B templates

 [Download part B templates](#)

Support & Helpdesk

[Online Manual](#) [IT How To](#)

[IT Helpdesk](#) [FAQ](#)

Service Desk:

 EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu

 +32 2 29 92222

File Edit View Favorites Tools Help

Add Extract Test Copy Move Delete Info

 C:\Users\pintosr\Downloads\templates.zip\

 Tpl_Application Form (Part B1) (HE MSCA SE).rtf

 Tpl_Application Form (Part B2) (HE MSCA SE).rtf

Important warnings

i In this step, the coordinator can manage and review the participants.
Note: The changes will be applied only after you click the "Save Changes" button.

⚠ For the organisations based on other third countries automatically eligible for funding (see the "List of Participating Countries in Horizon Europe"), please, insert the "number of person months" in the Budget Table. For the organisations NOT based on other third countries automatically eligible for funding, please, insert "0 person months" in the Budget Table (they usually have to participate at their own cost). For further details, please, check the guide for applicants;

⚠ Call requires at least 2 participants from different EU Member States and Associated Countries

⚠ As a general reminder, please, note that an organization based on a third country cannot be coordinator. Please, note as well that the consortium should have at least 3 participants

<https://ec.europa.eu/info/funding-tenders/opportunities/docs/2021-2027/common/guidance/list-3rd-country-participation-horizon-euratom-v1.4-en.pdf>

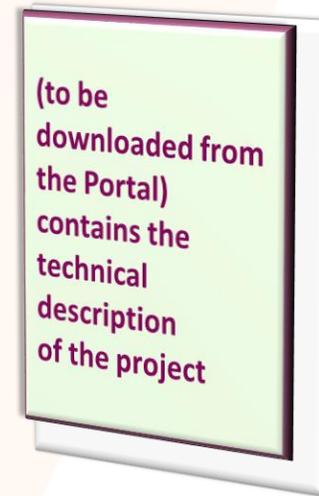
Proposal documents



Part A (structured data)



Part B1 and B2 (description of action)



Part A - Participants

Table of contents Validate form Save form Save & exit form

Call: HORIZON-MSCA-2022-SE-01
(MSCA Staff Exchanges 2022)

Topic: HORIZON-MSCA-2022-SE-01-01

Type of Action: HORIZON-TMA-MSCA-SE
(HORIZON TMA MSCA Staff Exchanges)

Proposal number: SEP-210902222

Proposal acronym: Test

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

Participating organisations

Organisation Legal Name	Country	Role	Action
INGS CROSS LIMITED	United Kingdom	Coordinator	Show Participant's Details
Forestry South Africa	South Africa	Partner	Show Participant's Details
PHARMA BELGIUM SA	Belgium	Partner	Show Participant's Details
SBE Malta Sustainable Built Environment Malta	Malta	Partner	Show Participant's Details

Part A - Budget

Proposal ID SEP-210902222

Acronym Test

3 - Budget

Participant number	Organisation short name	Role	Country	Academic sector	IO	No of seconded researchers	Number of person months	Contributions for seconded researchers	Institutional contributions		Total
								Staff Member Unit Costs	Research, training and networking costs	Management and indirect costs	
1	THE HUB KINGS CROSS LIMITED	Coordinator	UK	No	No	5	50	115000	65000	50000	230000.00
2	Forestry South Africa	Partner	ZA	No	No	2	24	55200	31200	24000	110400.00
3	Pharma Belgium	Partner	BE	No	No	10	120	276000	156000	120000	552000.00
4	SBE Malta Sustainable Built Environment Malta	Partner	MT	Yes	No	5	25	57500	32500	25000	115000.00
Total						22	219	503700	284700	219000	1007400.00

Part B1 – Interdisciplinary Table 2

Table 2 – Interdisciplinary secondments between partners within EU MS/AC participants in the same sector (aca-aca / non-aca-non-aca)

N.	(from) Sending MS/AC partner <i>Organisation short name*</i>	Country	Sector	<u>Keyword/ Discipline</u>	(to) Receiving MS/AC partner <i>organisation short name*</i>	Country	Sector	<u>Keyword/ Discipline</u>	Total Person months (p/m) for the partner**
1	Organisation 1 short name	IT	Aca	S3-Law	Organisation 2 short name	ES	Aca	L1-Molecular and Structural Biology	26
2	Organisation 1 short name	IT	Aca	S3-Law	Organisation 5 short name	BE	Aca	S7-Education	7
3	Organisation 3 short name	PT	Non-Aca	S6 - Philosophy	Organisation 4 short name	NL	Non-Aca	G1-Computer science and informatics	19

1, 2 and 3 are just examples. Please, remove them from your proposal.

** Please use the same organisation short name as provided in Part A - Section 3 - Budget table*

*** Please, list only the total amount per partner and do not list all individual secondments*

Part B1

3.2. Quality, capacity and role of each participant, including hosting arrangements and extent to which the consortium as a whole brings together the necessary expertise

Required sub-headings:

- Appropriateness of the research infrastructure and capacity of each participating organisation, as outlined in Section 4 (Participating Organisations), in light of the tasks allocated to them in the action;
- Consortium composition and exploitation of participating organisations' complementarities: explain the compatibility and coherence between the tasks attributed to each beneficiary/associated partner in the action, including in light of their experience; Show how this includes expertise in social sciences and humanities, open science practices, and gender aspects of R&I, as appropriate.
- **Exceptional funding (if applicable)**

Only entities from EU Member States, from Horizon Europe Associated Countries or from countries listed in the HE Programme guide are automatically eligible for EU funding. If one or more of the partners requesting EU funding is based in a country that is not automatically eligible for such funding, the application shall explain in terms of the objectives of the action why such funding would be essential. **Only in exceptional cases** will these organisations receive EU funding. The same applies for international organisations other than IERO (not in EU).

If applicable, explain why participants from **other countries**¹⁴ (i.e. countries that are neither EU Member States nor countries associated to Horizon Europe, nor in the List of Participating Countries in Horizon Europe) are essential for implementing the project.

Part B 2

Call: [insert call identifier] — [insert call name]

EU Grants: Application form (Part B2) (HE MSCA SE): V2.2–04.10.2022

DOCUMENT 2 (no overall page limit applied)

4. Participating Organisations

Note that:

- Any relationship between different participating institutions or individuals (e.g. shared premises or facilities, joint ownership, financial interest, overlapping staff or directors, family-ties, etc.) must be declared and justified in this part of the proposal.
- All information provided (including table B4) must be based on current data, not on projections; for further additional explanations to help participating institutions will be subject to
- The absence of sufficient information in this section may be considered by REA as a ground to disregard the participation of an organisation based on insufficient operational capacity.

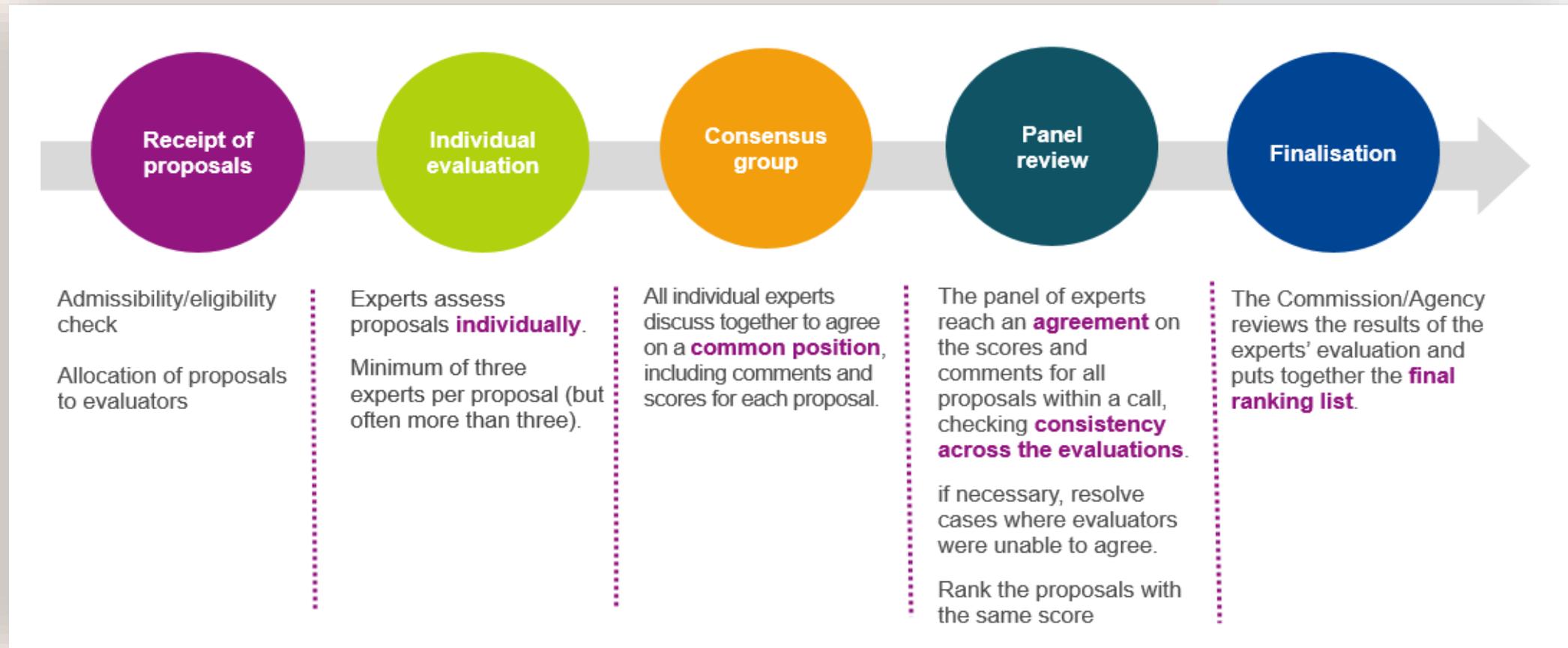
5. Letters of Commitment

Please use this section to insert scanned copies of the required letters of commitment

Table 6– Data for non-academic beneficiaries

Name	Location of research premises (city/country)	Type of R&I activities	No. of full - time employees involved in the project	No. of employees in R&I	Web site	Annual turnover (approx. in Euro)

Overview of the Evaluation process



Evaluation criteria

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



SE novelties under MSCA (vs. H2020 MSCA RISE)

- **Up to 1/3** of the total funded secondments within EU/MS, can be from the same sector (under the condition that they are interdisciplinary).
- Simplification: minimum duration of the secondments 1 month independently of the institution where secondees go.
- Action duration is the same but the number of person months is **now 360** (€1.656 Mio€) instead of 540 (2.484 Mio€) of RISE
- Open Science aspects evaluated under Criterion 1 – Excellence & Criterion 3 - Quality and efficiency of implementation

Tips and tricks

Closely follow the call requirements

Be in line with the action's objectives and expected outcomes

Follow available guidelines

Use the structure provided in the template and address all the evaluation criteria

Highlight the EU dimension

Show that your proposal addresses EU policy priorities and/or societal challenges

Get a second opinion

Have your proposal proof-read by a colleague and pre-screened by your NCP

Sustainability of collaboration

Describe the benefits of cooperation and how they can go beyond this project

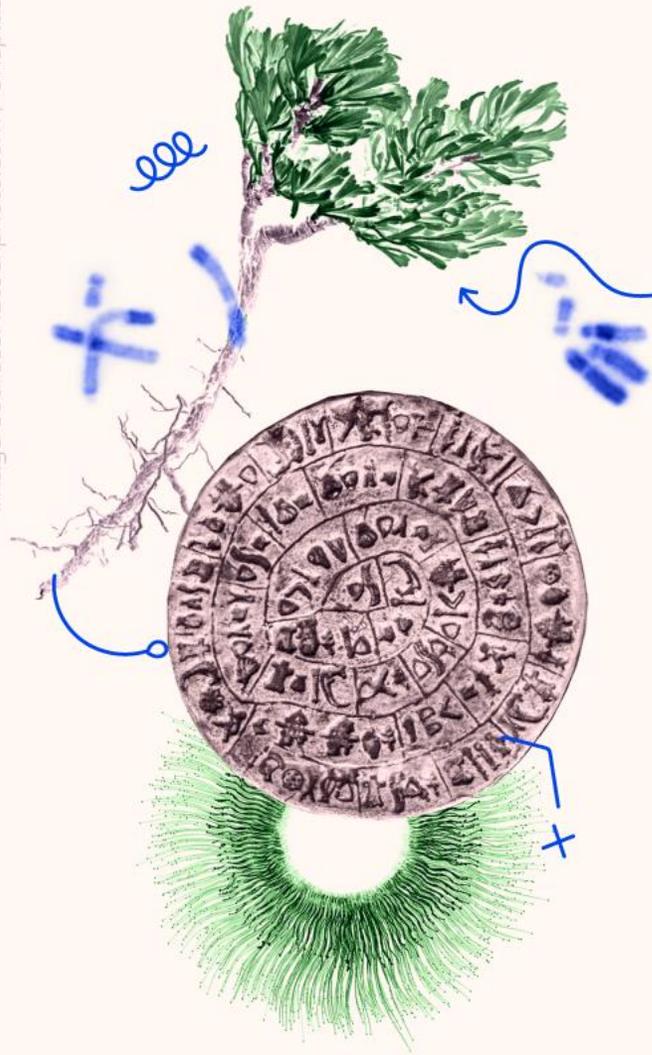
Contact your

National Contact Point
(NCP)

CORDIS Database

The screenshot displays the CORDIS Database search interface. At the top left, the European Commission logo and the text "European Commission | CORDIS EU research results" are visible. To the right, there is a language selector set to "English EN" and a search input field with a "Search" button. Below this is a dark blue navigation bar with menu items: HOME, RESULTS PACKS, RESEARCH*EU MAGAZINES, PODCASTS & NEWS, PROJECTS & RESULTS, ABOUT US, and SEARCH (highlighted in yellow). On the far right of this bar is a "LOG IN" button. A secondary light grey bar contains utility links: Save search, My saved searches, Download search results, RSS feed, and My booklet. The main content area features a search bar with the query "MSCA Staff Exchanges 2022 (HORIZON-MSCA-2022-SE-01)". To the right of the search bar are icons for clearing the search (x), executing the search (magnifying glass), and accessing help (question mark). Below the search bar is an "Edit query" link with a pencil icon. In the bottom left corner, there is a blue button labeled "Filters" with a funnel icon. The bottom right corner of the interface shows a small downward arrow icon.

Be an Expert!



The screenshot shows the top navigation bar of the European Commission website. The main title is 'Funding & tender opportunities' with the subtitle 'Single Electronic Data Interchange Area (SEDIA)'. The navigation menu includes 'SEARCH FUNDING & TENDERS', 'HOW TO PARTICIPATE', 'PROJECTS & RESULTS', 'WORK AS AN EXPERT' (highlighted in yellow with a red arrow), and 'SUPPORT'. Below the navigation bar, there is a notice for Tuesday 23 November 2021 between 7:30 and 8:10 CET, stating that all documents will be unavailable in the Grants and Audits Management Services, in the Participant Register Services and in 'My Expert Area'. Below the notice, the section 'Work as an expert' is introduced, explaining that 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. At the bottom of the screenshot, the URL <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/work-as-an-expert> is provided.

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

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

Tuesday 23 November 2021 between 7:30 and 8:10 CET:

- All documents will be unavailable in the Grants and Audits Management Services, in the Participant Register Services and in "My Expert Area". Please refrain from launching any document-related process, since these will not work and will have to be restored by the Service Desk. We apologise for any inconvenience this may cause.

Work as an expert

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.

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/work-as-an-expert>

MSCA SE Info Session

The next Staff Exchanges call for proposals is now open for applications on [Participant Portal](#), 6 October, with a deadline on 8 March 2023.

Join our online info session on **7 December 2022** about **MSCA Staff Exchanges 2022**



Save the Date!



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Questions and answers?

Thank you!

European Research Executive Agency

#MSCA #HorizonEU

 **@REA_research @MSCAactions**

https://rea.ec.europa.eu/funding-and-grants/horizon-europe-marie-sklodowska-curie-actions_en



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Staff Exchanges

Back-up slides