How to Write a Competitive Proposal Individual Fellowships 2017

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NCP Marie Sklodowska-Curie Actions

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- Since 1999 I was involved in implementation of EU projects on environment, space and related fields.
- Since 2007 I am EU adviser and EU Project Manager.
- Since 2014 National Contact Point for Marie Sklodowska-Curie Actions for Spain.
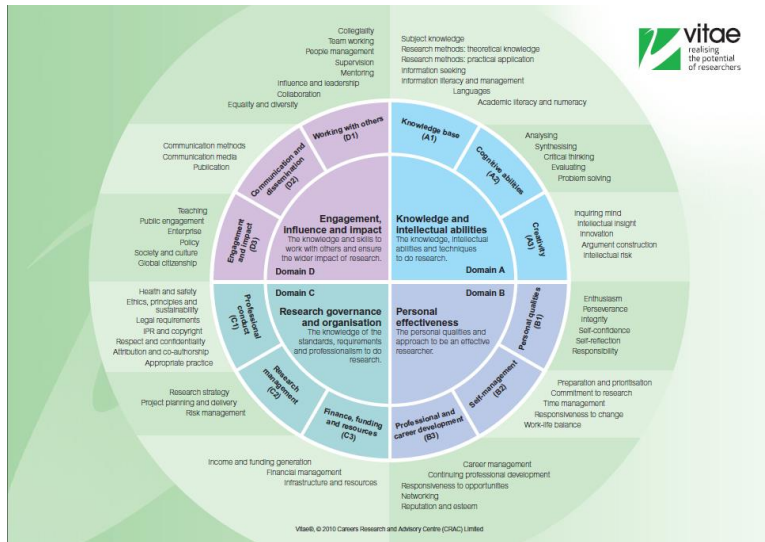
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MSCA focus on researchers' career deveploptment

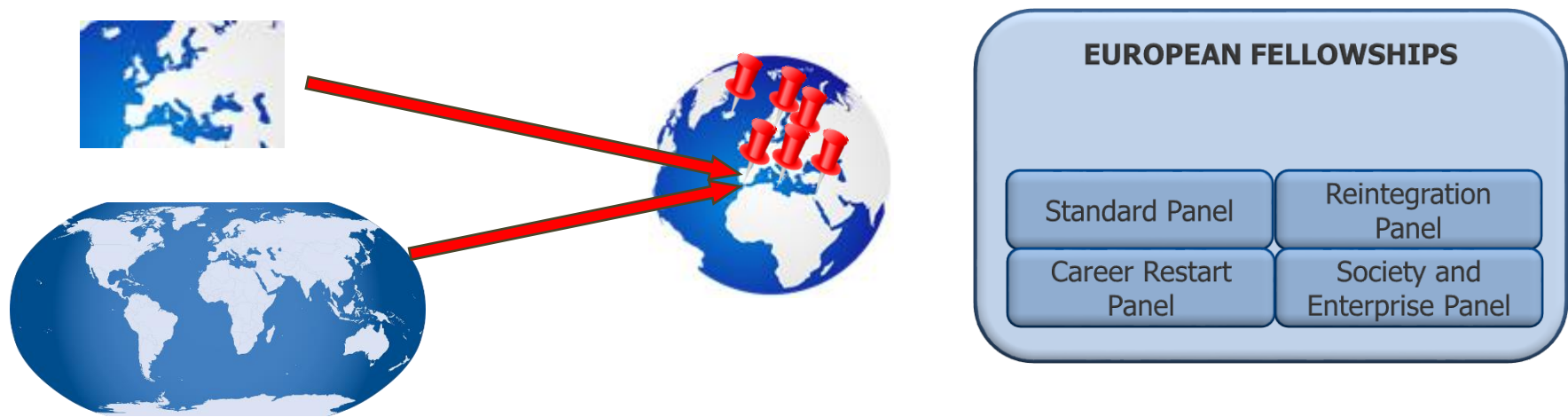**Research Development Framework (VITAE)**

**Tools to align institutional HR Policies**

- http://ec.europa.eu/euraxess/pdf/research_policies/Principles_for_Innovative_Doctoral_Training.pdf
- http://ec.europa.eu/euraxess/pdf/research_policies/SGHRM_IDTP_Report_Final.pdf
- http://www.euraxess.es/eng/european-projects/pipers-policy-into-practice-euraxess-researcher-skills-for-career-development

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EUROPEAN FELLOWSHIPS

Standard Panel	Reintegration Panel
Career Restart Panel	Society and Enterprise Panel

For fellows coming to or moving within Europe

For fellows from Europe going to Third countries and returning

GLOBAL FELLOWSHIPS

(1)

(2)

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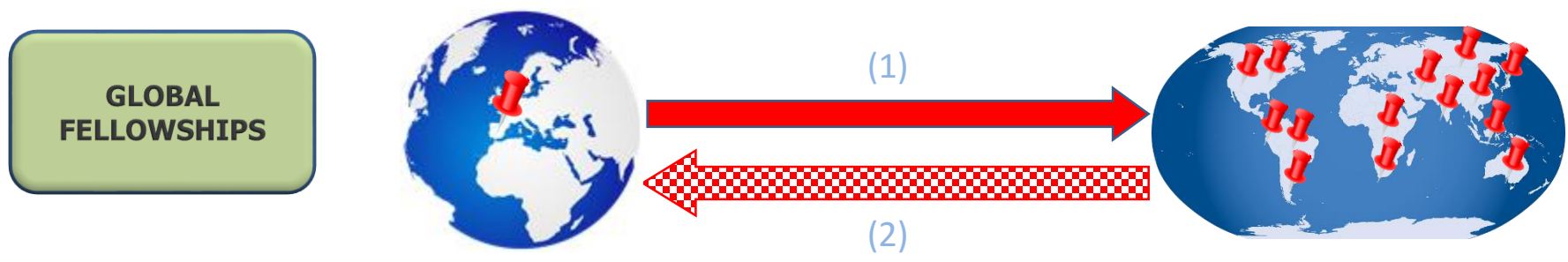
MSCA IF 2017: Evaluation criteria

Evaluation Criteria

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

Threshold: 70%
No individual thresholds

1. Excellence
2. Impact
3. Implementation

Page limit: 10
No limit per section

DOCUMENT 2

4. CV of the experienced researcher

5. Capacities of the participating organisations

6. Ethical aspects

7. Letters of Commitment of Partner Organisations (GF)

More than just a research project; a career development fellowship

- **Training through research** (individual project)
- Additional scientific skills (new techniques, instruments etc.)
- **Transferable skills** (e.g. communication, IPR, entrepreneurship etc.)
- Interdisciplinary/inter-sectoral **transfer of knowledge** (**secondments**)
- Can spend up to 6 months (in total) working in another organisation (ideally in another sector) **in Europe.**
- Opportunity to **link with industry**, NGO, public sector, national archive etc.
- **Research** and **financial management** of the fellowship
- Organizing and taking part in events (including public engagement)
- Training in gender and ethics issues
- **Must be managed by a Career Development Plan**

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IF - Marie Skłodowska-Curie Individual Fellowships		
Excellence	**Impact**	**Quality and efficiency of the implementation**
Quality and credibility of the research/innovation project; level of novelty, appropriate consideration of inter/multidisciplinary and gender aspects	**Enhancing the potential and future career prospects of the researcher**	Coherence and effectiveness of **the work plan**
Quality and appropriateness of the training and of the two way **transfer of knowledge** between the researcher and the host	Quality of the proposed measures to exploit and **disseminate** the project results	Appropriateness of the allocation of **tasks and resources**
Quality of the supervision and of the integration in the team/institution	Quality of the proposed measures to **communicate** the project activities to different target audiences	Appropriateness of the **management structure and procedures**, including risk management
Capacity of the researcher to reach or re-enforce a position of professional maturity/independence		Appropriateness of the **institutional environment** (infrastructure)
50%	**30%**	**20%**

Evaluation Criteria

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

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

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

1.4 Capacity of the researcher to reach or re-enforce a position of professional maturity/independence

1.1 *Quality and credibility of the research/innovation action (level of novelty, appropriate consideration of inter/multidisciplinary and gender aspects)*

You should develop your proposal according to the following lines:

- Introduction, state-of-the-art, specific objectives and overview of the action.

- Research methodology and approach: highlight the type of research / innovation activities proposed.

- Originality and innovative aspects of the research programme: explain the contribution that the action is expected to make to advancements within the action field. Describe any novel concepts, approaches or methods that will be implemented.

- The gender dimension in the research content (if relevant).

  > In research activities where human beings are involved as subjects or end-users, gender differences may exist. In these cases the gender dimension in the research content has to be addressed as an integral part of the proposal to ensure the highest level of scientific quality.

- The interdisciplinary aspects of the action (if relevant).

- Explain how the high-quality, novel research is the most likely to open up the best career possibilities for the *experienced researcher* and new collaboration opportunities for the host organisation(s).

Gender Equality as a **cross-cutting issue** in Horizon 2020 and its three objectives:

- **Gender** dimension in **Research** & Innovation content
- **Gender balance** in decision-making in managing Horizon 2020
- **Gender balance** and equal opportunities in **project teams** at all levels

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The promotion of **gender equality**, including the integration of the gender dimension in research and innovation content, is enshrined in the three core documents on Horizon 2020:

- The Horizon 2020 Regulation
- The Rules for participation
- The Specific Programme implementing Horizon 2020

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Extract from the H2020 Regulation

Article 16

Gender equality

Horizon 2020 shall ensure the effective promotion of gender equality and the gender dimension in research and innovation content. Particular attention shall be paid to ensuring gender balance, subject to the situation in the field of research and innovation concerned, evaluation panels and in bodies such as advisory groups and expert groups.

The gender dimension shall be adequately integrated in research and innovation content in strategies, programmes and projects and followed through at all stages of the research cycle.

Introduction

(...) The Marie Skłodowska-Curie actions pay particular attention to **gender balance**. In line with the Charter and Code, all Marie Skłodowska-Curie proposals are encouraged to take appropriate measures to facilitate mobility and **counter-act gender-related barriers** to it. Equal opportunities are to be ensured in the implementation of the actions by a balanced participation of women and men, both at the level of supported researchers and that of decision-making/supervision/management structure. In research activities where human beings are involved as subjects or end-users, gender differences may exist. In these cases the **gender dimension in the research content has to be addressed as an integral part of the proposal** to ensure the highest level of scientific quality.

As **training researchers on gender issues** serves the policy objectives of Horizon 2020 and is necessary for the implementation of R&I actions, applicants may include in their proposals such activity.

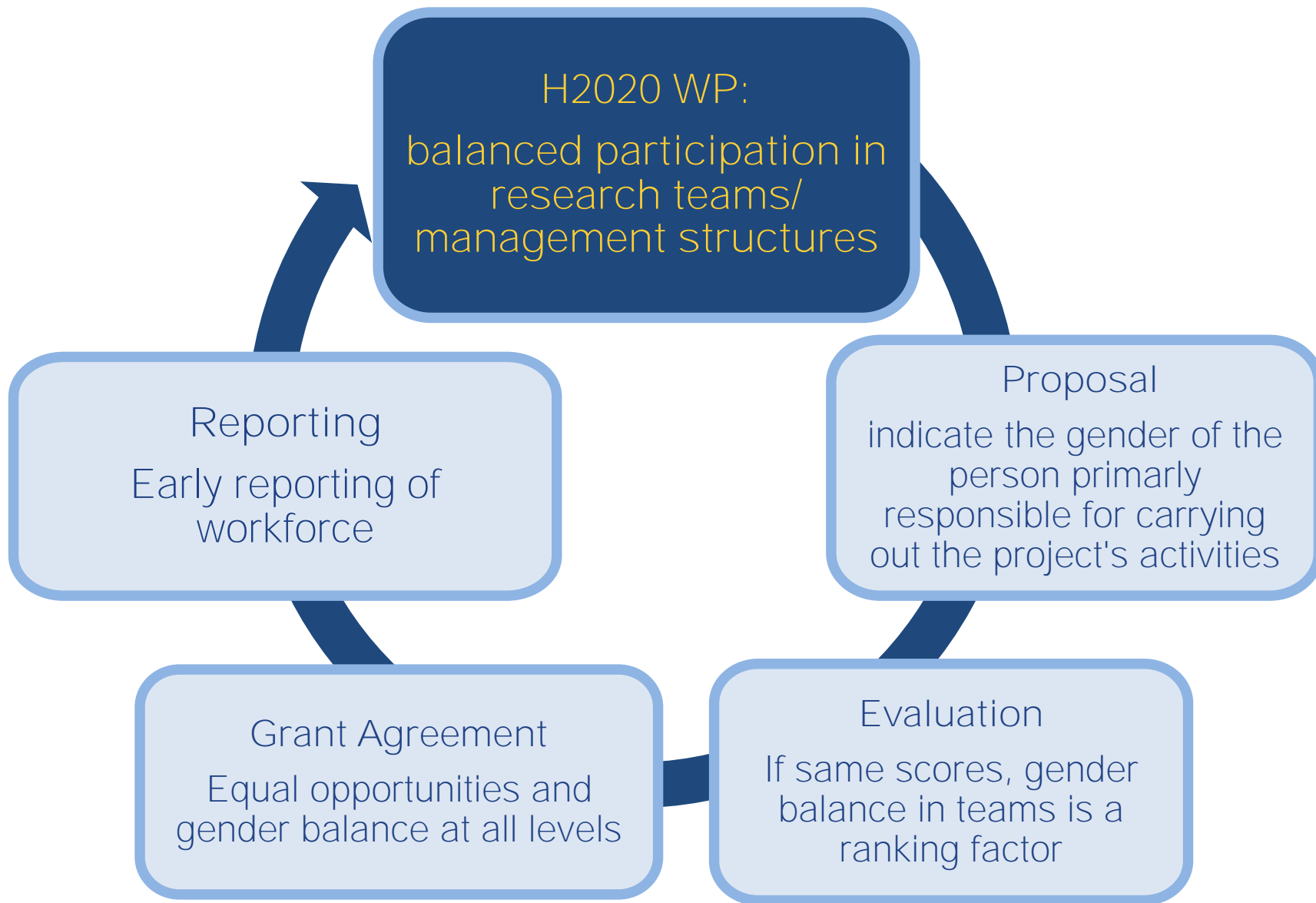## 1.4 Cross-cutting and other key features

(...) All applicants are invited to explore whether and how the **gender dimension in research content** is relevant to their research, including where appropriate specific studies and training. **In addition,** gender equality is promoted in all parts of Horizon 2020 including **gender balance in personnel involved in projects**. Gender equality issues are also reinforced in the Excellent Science parts of the Programme dedicated to the ERC and MSCA.

Objectives and principles of ERC funding

Scientific excellence is the sole criterion on the basis of which ERC frontier research grants are awarded

The evaluation of ERC grant applications is conducted by peer review panels composed of renowned scientists and scholars selected by the ERC Scientific Council. The panels may be assisted by independent experts working remotely.

The ERC's **peer review evaluation process has been carefully designed to identify scientific excellence irrespective of the gender, age, nationality or institution of the Principal Investigator and other potential biases, and to take career breaks, as well as unconventional research career paths, into account.** The evaluations are monitored to guarantee transparency, fairness and impartiality in the treatment of proposals.

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H2020 WP:

balanced participation in research teams/ management structures

Proposal

indicate the gender of the person primarly responsible for carrying out the project's activities

Evaluation

If same scores, gender balance in teams is a ranking factor

Grant Agreement

Equal opportunities and gender balance at all levels

Reporting

Early reporting of workforce

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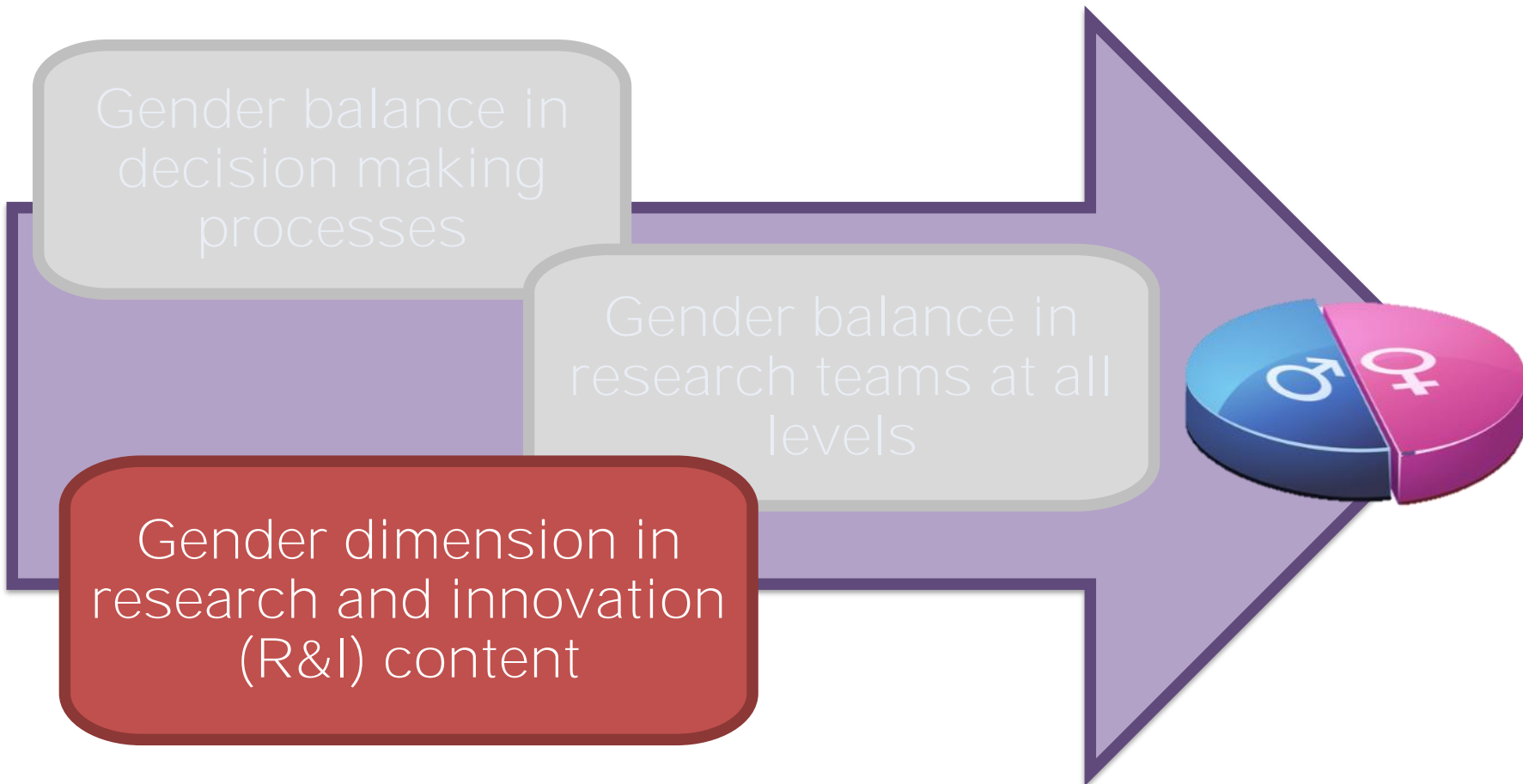fundación para el conocimiento madri+d

Gender balance in decision making processes

Gender balance in research teams at all levels

Gender dimension in research and innovation (R&I) content

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Sex refers to biological characteristics of women and men, boys and girls, in terms of reproductive organs and functions based on chromosomal complement and physiology. As such, sex is globally understood as the classification of living beings as male and female, and intersexed.

Gender refers to the social construction of women and men, of femininity and masculinity, which varies in time and place, and between cultures.

- **Gender dimension** in research content means **integrating sex** and **gender analysis** into **research**.

- In other words, **taking into account** biological characteristics and social/cultural features of both women and men in R&I.

- It is an **added-value** in terms of innovation, creativity, excellence and returns on investments

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"Gendered Innovations"

employs methods of sex and gender analysis to create new knowledge.

http://ec.europa.eu/research/gendered-innovations/

Gender dimension in ICT: speech synthesis
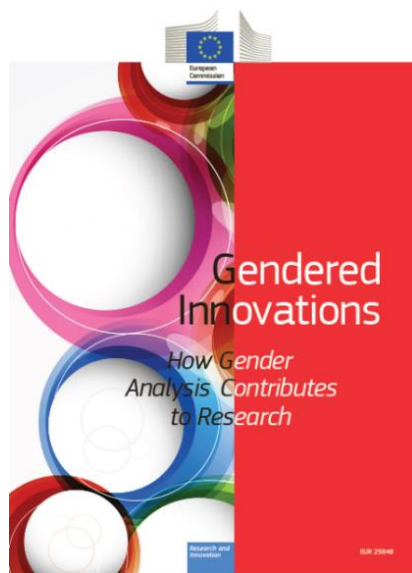
- **The Challenge:** Speech synthesis - in which a machine generates human-like speech - has applications in basic linguistic research, assistive technologies for people with disabilities, and commercial devices and software. Synthesizing sex and gender in speech is important to how speech is perceived and interpreted.

- **The historic male default in speech synthesis can limit the use of this technology**. Listeners apply gender norms to synthetic voices, and don't like machine voices that are "ambiguous" with respect to sex/gender.

- **Gendered Innovation:** To create machines with greater flexibility to produce voices in different languages and dialects and to represent women and men speakers of different ages, gender identities, accents, geographic locations, etc.

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https://www.youtube.com/watch?v=Hq4eWo30RfY

GenPORT
On-line community of practionners for sharing knowledge and inspire collaboration
www.genderportal.eu

Gender Toolkit

http://www.yellowwindow.be/genderinresearch/

Cost Action GenderSTE

http://www.genderste.eu

More videos:

Introduction to Gendered Innovations

https://www.youtube.com/watch?v=aoGqpvO27QQ&feature=youtu.be

Definition of sex and gender & how sex and gender interact

https://www.youtube.com/watch?v=nETPIfrIf0A&feature=youtu.be

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

Describe the training that will be offered.

Outline how a two way transfer of knowledge will occur between the researcher and the host institution(s):

- Explain how the *experienced researcher* will gain new knowledge during the fellowship at the hosting organisation(s).

- Outline the previously acquired knowledge and skills that the researcher will transfer to the host organisation(s).

For Global Fellowships explain how the newly acquired skills and knowledge in the Third Country will be transferred back to the host institution in Europe (the beneficiary) during the incoming phase.

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

- Primarily, *training-through-research* by the means of an <u>individual personalised project,</u> under the guidance of the supervisor and other members of the research staff of the host organisation(s)

- Hands-on training activities for developing scientific skills (new techniques, instruments, <u>research integrity</u>, '<u>big data'/'open science'</u>) and transferrable skills (entrepreneurship, proposal preparation to request funding, patent applications, management of IPR, project management, task coordination, supervising and monitoring, take up and exploitation of research results)

- Inter-sectoral or interdisciplinary transfer of knowledge (e.g. through secondments)

- Taking part in the research and financial management of the action

- Organisation of scientific/training/dissemination events

- Communication, outreach activities and horizontal skills

- Training dedicated to gender issues

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

- Qualifications and experience of the supervisor(s)

  Provide information regarding the supervisor(s): the level of experience on the research topic proposed and their track record of work, including main international collaborations, as well as the level of experience in supervising/training especially at advanced level (PhD, postdoctoral) researchers. Information provided should include participation in projects, publications, patents and any other relevant results.

- Hosting arrangements[25]

  The application must show that the experienced researcher will be well integrated within the team/institution in order that all parties gain maximal knowledge and skills from the fellowship. The nature and the quality of the research group/environment as a whole should be outlined, together with the measures taken to integrate the researcher in the different areas of expertise, disciplines, and international networking opportunities that the host could offer.

  For GF both phases should be described - for the outgoing phase, specify the practical arrangements in place to host a researcher coming from another country, and for the incoming phase specify the measures planned for the successful (re)integration of the researcher.

1.4   Capacity of the researcher to reach or re-enforce a position of professional maturity/independence

Applicants should **demonstrate** how their professional experience and the proposed research will contribute to their development as independent/mature researchers, **during** the fellowship.

Please keep in mind that the fellowships will be awarded to the most talented researchers as shown by the proposed research and their track record (Curriculum Vitae, section 4), in relation to their level of experience.

A complete **Career Development Plan should not be included in the proposal**, but it is part of implementing the action in line with the European Charter for Researchers. It should aim at reaching a realistic and well-defined objective in terms of career advancement (by attaining a leading independent position for example) or resuming a research career after a break. The plan should be devised with the final outcome to develop and significantly widen the competences of the experienced researcher, particularly in terms of multi/interdisciplinary expertise, inter-sectoral experience and transferable skills.

The **VITAE Researcher Development Framework ©**

https://www.vitae.ac.uk/researchers-professional-development/about-the-vitae-researcher-development-framework
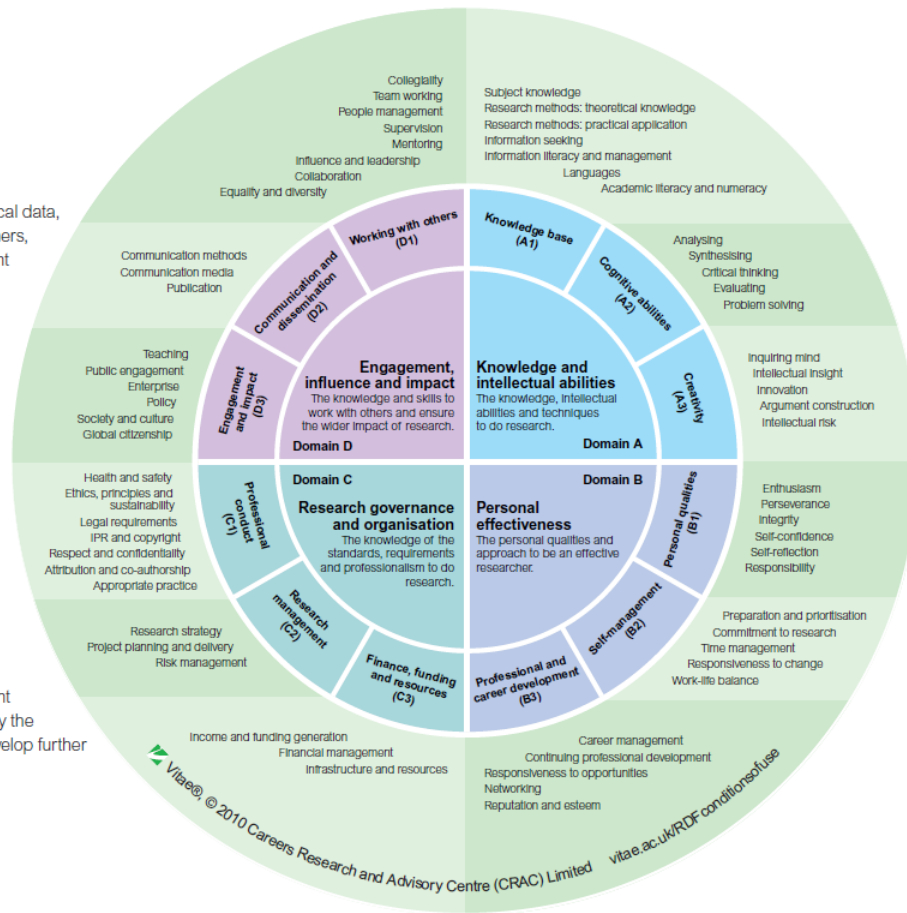
2.1 Enhancing the potential and **future career** prospects of the **researcher**

2.2 Quality of the proposed measures to **exploit** and **disseminate** the action results

2.3. Quality of the proposed measures to **communicate** the action activities to different target audiences

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"The **proposed research** is of very high quality utilising **cutting-edge** approaches."

"The proposal is vague in terms of **working methods, theories and scientific hypotheses**."

"There is a **synergy with a recent ERC** Advanced Grant awarded to the host."

"The proposal **does not provide sufficient information to demonstrate** that the research project has the potential to be applied more generally."

Scientific quality & originality are excellent

"The **approach** is perfectly suited to **achieve the objectives.**"

Reference to **originality** is missing

Excellent overview of **state of the art**

"The **research objectives are clearly formulated** and are adequately outlined against the state of the art."

"The **aims** of the research project are described in **too generic** terms."

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"It is an innovative and very interesting proposal with the potential to make a significant contribution to the field."

"This is high-risk, high-impact research."

"The project is original and innovative, and the timeliness matches the European and international research areas."

"The project is innovative and appropriate, as incises in a field of great interest and novelty and growth."

"The advancement of the state of the art that the project is expected to make lacks detailed justification."

"While [the proposed research] may have innovative aspects, these simulations are relatively standard in scope."

"The innovative aspects are not clearly outlined since an existing technology will be tested."

"The **originality** of the project is **difficult to evaluate**."

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"The research training objectives and the corresponding activities are well presented and clear."

"The description of the training objectives lacks detail."

"The training activities are well described and have specific, important and credible scientific objectives, complementing the researcher's background."

"The proposal does not give sufficient information on how this generic training would feed
into specific scientific questions in the research programme."

"**The research training appears rich and well planned.**"

"The **training** needs identified are largely generic areas of science and technology; this **is far too large and general**, given the time span of the project."

"The research training objectives are broken down into components and described clearly."

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2.1 Enhancing the potential and future career prospects of the researcher

Explain the expected impact of the planned research and training on the future career prospects of the experienced researcher **after** the fellowship.

Describe the added value of the fellowship on the future career opportunities of the researcher.

Which new competences and skills will be acquired? How should these make the researcher more successful?

1. To what extent competences acquires during the fellowship, including any **secondments**, increase the impact of the researchers' future activity on European Society.

2. Involving stakeholders and end-users.

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

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2.2 Quality of the proposed measures to exploit and disseminate the action results

Background – Dissemination and exploitation of results

Dissemination and Exploitation strategy is about the results of the action and it is targeted at peers (scientific or the action's own community, industry and other commercial actors, professional organisations, policymakers) and to the wider research and innovation community - to achieve and expand the potential impact of the action. The proposal should describe the foreseen dissemination and exploitation activities and their expected impact.

All researchers should ensure, in compliance with their contractual arrangements, that the results of their research are disseminated and exploited, e.g. communicated, transferred into other research settings or, if appropriate, commercialised. Senior researchers, in particular, are expected to take a lead in ensuring that research is fruitful and that results are either exploited commercially or made accessible to the public (or both) whenever the opportunity arises.

Please refer also to the "Dissemination & exploitation" section of the H2020 Online Manual.

Describe how the new knowledge generated by the action will be disseminated and exploited, e.g. communicated, transferred into other research settings or, if appropriate, commercialised. Describe, when relevant, how intellectual property rights will be dealt with.

A concrete planning for section 2.2 must be included in the Gantt Chart (see point 3.1).

Open Access

Create a strategy for protection and exploitation

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https://www.youtube.com/watch?list=PLvpwIjZTs-Lhe0wu6uy8gr7JFfmv8EZuH&v=4E8rXg3Nv7U

- **Communication** is the promotion of the action by providing targeted information to multiple audiences (including the media and the public), in a strategic and effective manner and possibly engaging in a two-way exchange.

- **Dissemination** is sharing research results with potential users - peers in the research field, industry, other commercial players and policymakers. These results will feed into **exploitation** (using results for commercial purposes or in public policymaking).

- Responsibility – taxpayers' money
- Create Awareness
- Relates to EC political priorities/goals
- Impact on everyday lives
- EC role – gives higher visibility

THE FRAMEWORK PROGRAMME FOR RESEARCH AND INNOVATION

HORIZON 2020

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- Applicants and beneficiaries should respect the **Horizon 2020 strategic priority of Open Science.**

- **Open Science** is an inclusive process aimed at **promoting diversity in science across the European Union** and opening it to the general public, in order to better address the H2020 societal challenges and ensure that **science becomes more responsive** both to **socio-economic demands** and to those of **European citizens**.

Open Science also provides significant new **opportunities for researchers to disseminate**, share, explore and collaborate with other researchers.
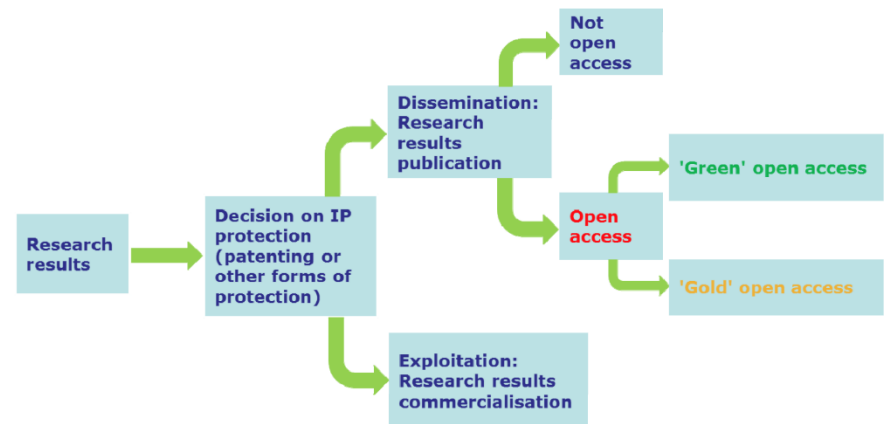
https://ec.europa.eu/programmes/horizon2020/en/h2020-section/open-science-open-access

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2.3. Quality of the proposed measures to communicate the action activities to different target audiences

Background - Communication

Communication of the action aims to demonstrate the ways in which the research, training and mobility contribute to a European "Innovation Union" and account for public spending. It should provide tangible proof that the funded action adds value by:

• showing how European and international collaboration has achieved more than would have otherwise been possible, notably in achieving scientific excellence, contributing to competitiveness and, where relevant, solving societal challenges;

• showing how the outcomes are relevant to our everyday lives, by creating jobs, training skilled researchers, introducing novel technologies, bringing ideas from research to market or making our lives more comfortable in other ways;

• promoting results, which may possibly influence policy-making, and ensure follow-up by industry, civil society and by the scientific community.

In the MSCA, public engagement is an important part of communication. The primary goal of public engagement activities is to create awareness among the general public of the research work performed under these projects and its implications for citizens and society. The type of outreach activities could range from press articles and participating in European Researchers' Night events to presenting science, research and innovation activities to students from primary and secondary schools or universities in order to develop their interest in research careers.

Researchers should ensure that their research activities – both the action and, when available, its results – are made known to society at large in such a way that they can be understood by non-specialists, thereby improving the public's understanding of science. Direct engagement with the public will help researchers to better understand public interest in priorities for science and technology and also the public's concerns.

For more details, see the guide on *Communicating EU research and innovation guidance for project participants* as well as the "communication" section of the H2020 Online Manual.

The frequency and nature of communication activities should be outlined in the proposal. Concrete plans for the above must be included as a deliverable.

A concrete planning for section 2.3 must be included in the Gantt Chart (see point 3.1).

Difference between Communication and Outreach

Outreach and communication activities are related but they are not the same

A successful MSCA project has to include a mix of both activities.

- Outreach activities are developed to **attract a broad audience** on a specific topic primarily to the general public

- Outreach activities can be developed in various ways; **presentations in schools**, **workshops**, **talks**, visits to laboratories, etc.

- The objective is to explain the **benefits of research** to a broad **public** (mainly citizens who pay our research with their taxes)

- The outreach implies **interaction** between the researcher and the recipient, there is a relationship between both and the communication that is maintained is "back and forth"

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- The **Communication** only presents an address from the researcher to the recipient

- By Communication means **articles in newspapers** or **generalist** magazines, **TV** or Radio.

- Successful communication requires **clear language**, an **attractive** scientific **theme** where interesting results are highlighted to **attract the attention** of both the general public and the media.

Outreach Activities:

- European Researchers' Night (NIGHT) // EU open days
- Marie Sklodowska-Curie Ambassadors //
- Facebook fellow of the week
- EXPO 2016/2017
- School Visits, open-doors, etc
- Conciencia en la Escuela
- Meet The Fellows

- NEXT APPOINTMENT **EUROPEAN RESEARCHERS' NIGHT** IN **MADRID** & **ANDALUCÍA.**
- **FRIDAY 29TH SEPTEMBER**

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Communication

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

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

https://projectmosul.org/

https://www.youtube.com/watch?v=znMRm8FHa7A

Resources on Science Communication & Dissemination

- Communicating EU Research & Innovation - Guidance for project participant"
- http://ec.europa.eu/research/participants/data/ref/h2020/other/gm/h2020-guide-comm_en.pdf

- The Plan for the Exploitation and Dissemination of Results in Horizon 2020
- https://www.iprhelpdesk.eu/sites/default/files/newsdocuments/FS-Plan-for-the-exploitation-and-dissemination-of-results_1.pdf

- Outreach and Communication Activities in the MSCA under Horizon 2020
- http://ec.europa.eu/assets/eac/msca/documents/documentation/publications/outreach_activities_en.pdf

- Guidelines on Open Access to Scientific Publications and Research Data in Horizon 2020
- https://ec.europa.eu/research/participants/data/ref/h2020/grants_manual/hi/oa_pilot/h2020-hi-oa-pilot-guide_en.pdf

- Open Access in Horizon 2020
- https://www.openaire.eu/h2020openaccess/

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"The proposal clearly describes how the completion of the **project** and the **acquired skills** will improve the **career prospects** of the applicant."

"Much of the work to be done is a **continuation of previous work** of the applicant, which limits its impact on their career."

"The proposal demonstrates convincingly how the fellowship will contribute to the **development** of the **applicant's career,** particularly in terms of international links and potential future international collaborations."

"It is **not** comprehensively **explained** in the proposal how the **training** provided will influence the **researcher's career development**."

"The **contribution** of the fellowship to the **developments** of the **long-term career** of the applicant is clearly presented."

"There are **no concrete plans** or specific considerations on the **career development** of the fellow."

"The proposal is **not very clear** concerning the **additional research training** to be received."

"The proposal describes a series of contributions to the researcher's career development,
but **inadequate information** has been presented to assess these claims."

"The **relevance and quality of transferable skills** offered are not substantiated."

The impact of the proposed **outreach activities** is presented but **not fully justified** on the basis of information provided in the proposal."

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"The **transferable skills** offered are **relevant**."

"The **relevance** and **quality** of additional **research training** as well as of **transferable skills** offered are clearly demonstrated."

"The mobility in the **European Research Area** is beneficial for the candidate."

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"The selection and exact role of the host for providing the **training is not sufficiently well justified**."

"The relevance and quality of transferable skills offered are not substantiated."

"The **additional training and transferable skills are insufficiently** described."

"The explanation confirming that the mobility is genuine is not completely clear."

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"The **outreach activities** are described in **detail** and include **knowledge transfer to undergraduate students**, press articles and workshops."

"The **outreach plan** is rather **vague and lacks detail** of how the public would be engaged through each activity."

"**Outreach activities** are very good and will have a **positive impact** on the general public."

"The plan for outreach activities contains **only general possibilities**; their content is not related to specific outcomes of the research."

""The project proposes a very **interesting set of outreach activities**."

"The described outreach activities such as **public lectures and workshops** (including for policy makers) and **academic publications,** are adequately illustrated and valuable."

"The impact of the proposed outreach activities is presented but not fully justified on the basis of information provided in the proposal."

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"The **involvement of industry** is addressed."

"The proposal very clearly describes the **high quality** of the host's […] **large number of international collaborations** both with academia and industry."

"The **international collaboration of the host** institution is impressive."

"**International collaborations** of both **outgoing and return** host offer manifold options for the fellow to advance the scientific career."

The benefit of existing **collaborations** for the applicant and the project is **unconvincingly explained.**"

"**No** detailed **information** is provided on the exact **topics** of the **international collaborations** of the scientist-in-charge and of their relevance for the proposed projects."

3.1 Coherence and effectiveness of **the work plan**

3.2 Appropriateness of the allocation of **tasks and resources**

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

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

3.1   Coherence and effectiveness of the work plan

The proposal should be designed in such a way to achieve the desired impact. A Gantt Chart should be included in the text listing the following:

- Work Packages titles (for EF there should be at least 1 WP);
- List of major deliverables, if applicable;[26]
- List of major milestones, if applicable;[27]
- Secondments, if applicable.

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

3.2. Appropriateness of the allocation of tasks and resources

Describe how the work planning and the resources mobilised will ensure that the research and training objectives will be reached.

Explain why the amount of person-months is appropriate in relation to the activities proposed.

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

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

Describe the:

- Organisation and management structure, as well as the progress monitoring mechanisms put in place, to ensure that objectives are reached

- Research and/or administrative risks that might endanger reaching the action objectives and the contingency plans to be put in place should risk occur

- Involvement of entity with a capital or legal link to the beneficiary (in particular, name of the entity, type of link with the beneficiary and tasks to be carried out), if applicable

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

3.4   *Appropriateness of the institutional environment (infrastructure)*

The active contribution of the beneficiary to the research and training activities should be described. For Global Fellowships the role of partner organisations in Third Countries for the outgoing phase should also appear.

- Give a description of the main tasks and commitments of the beneficiary and all partner organisations (if applicable).

- Describe the infrastructure, logistics, facilities offered in as far they are necessary for the good implementation of the action.

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"The **work-plan is credible**, comprehensive and **well-structured** for both periods at the outgoing and return institutes."

"A very **detailed work plan** is given, which includes milestones and deliverables. Project is highly feasible and credible."

"The **technical objectives of the implementation** plan are clearly identified."

"The work plan is well laid out, detailed, **very clear and feasible**."

"Despite the ambitious nature of the project a **credible timeline** has been demonstrated."

—

"Despite the clear contingency plan, aim will be very challenging and the proposal does not convincingly demonstrate that **sufficient time** has been allocated for its **completion**."

"A very **ambitious project** at an appropriate institution, but the description of actually how the desired aims would be achieved is not very clear."

"The **overall work** plan is **overambitious**."

"The work plan is presented in terms of key events, but it is **not clear 'how' these will be managed, monitored and achieved.**"

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"The **practical arrangements** … are comprehensively described, including **regular meetings and training** and a very good management structure."

"Very **high-quality facilities** are present in the host university and they are adequate for the aims of the project."

"The fellow will have **access to outstanding equipment, collaboration network** and high level academic associations."

"The **host institution** has a **remarkable experience** in hosting MC fellows."

"The **European return host's** qualities and capabilities to absorb and make use of the experience gained by the **returning researcher** are clearly described."

−

"The proposal **does not** clearly **describe** how the **infrastructure** at host institution and the **projects** of the host scientist will be used to **support the project.**"

"The quality of the **host's infrastructure** is not assessed against the **specific needs** set out for the execution of the project."

"**Supervision arrangements** described for the implementation and management of the research project (e.g. monthly meetings with the main supervisor and e-mail reports every trimester) provide **insufficient evidence on the availability of effective support** from the supervisors."

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Proposal Parts - Implementation

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"A very **ambitious and detailed work plan** is included together with the **measures to check the progresses and risk mitigation.**"

"The researcher included a **convincing risk assessment**."

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"The feasibility and credibility of the project are undermined by the **lack of convincing preliminary results**, **work plan**, **contingency plans** and attention to potential IP issues."

"There is **no risk analysis**. The candidate does not foresee any contingency actions in case of major impediments in the **development of the proposed research**."

"**Intellectual property rights issues** that may rise from the project are not adequately addressed."

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All proposals will undergo an ethics review

- Human Embryos / Foetuses
- Humans
- Human Cells / Tissues
- Protection of Personal Data
- Animals
- Third Countries
- Environmental Protection and safety
- Dual Use
- Misuse
- Other Ethics Issues

Participants have to:

- **Identify** all potential ethical aspects
- Explain their future **management**
- Give a detailed explanation at **proposal stage**

Description on Ethics:

- Ethic Issues Table en part A
- Ethics Self-Assessment en part B

RTD-ETHICS-REVIEW-HELPDESK@ec.europa.eu

Call Deadline — Ranked — GA — Project Closure

Submission | Evaluation | Grant Preparation | Project Lifecycle

Self-Assessment | Pre-Screening | Screening | Assessment | Checks & Audits | Audit

Ethics Review — Ethics Check & Audits

Ethics Appraisal
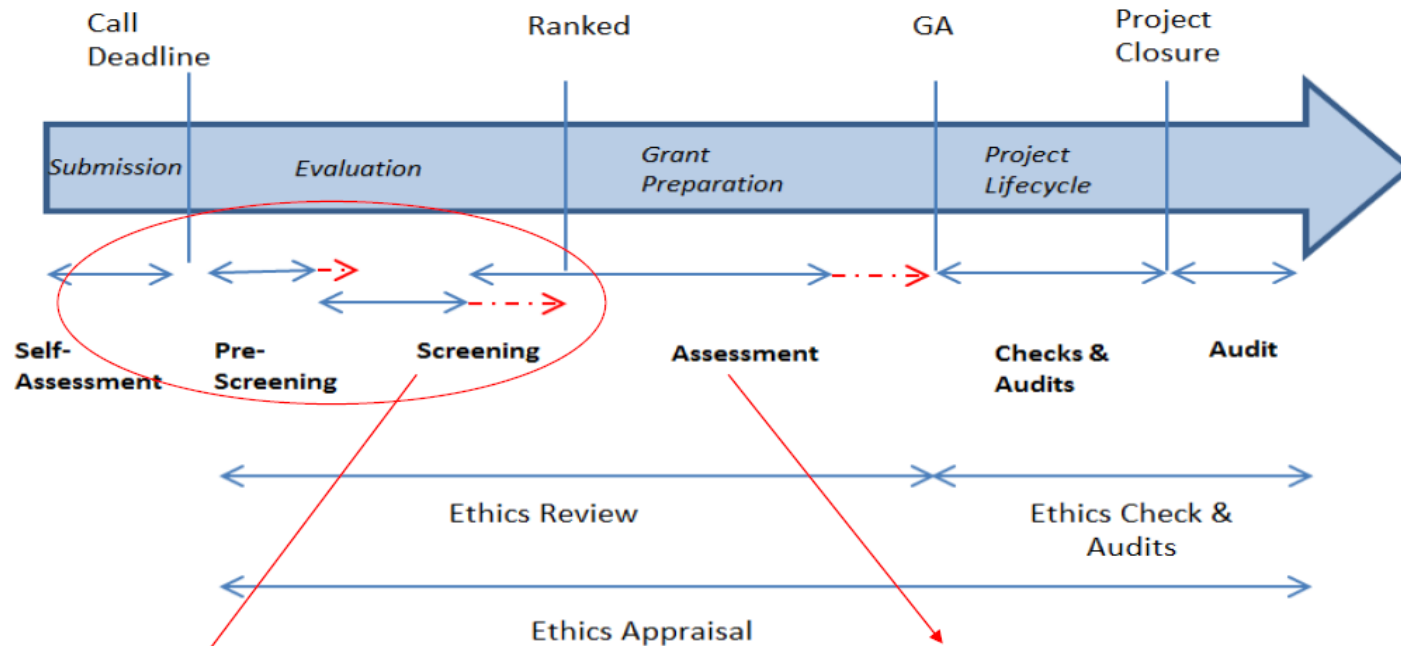
Stage 1 — **Ethics screening, starting with the pre-screening** (on the basis of your 'ethics selfassessment') to see if it raises 'ethical issues' and whether they are adequately handled.

Stage 2 — **Ethics assessment; for proposals raising serious ethical issues** (e.g. severe intervention on humans, lack of appropriate ethics framework in the country where the research will be conducted, etc.) a more detailed analysis is made.

Research Executive Agency
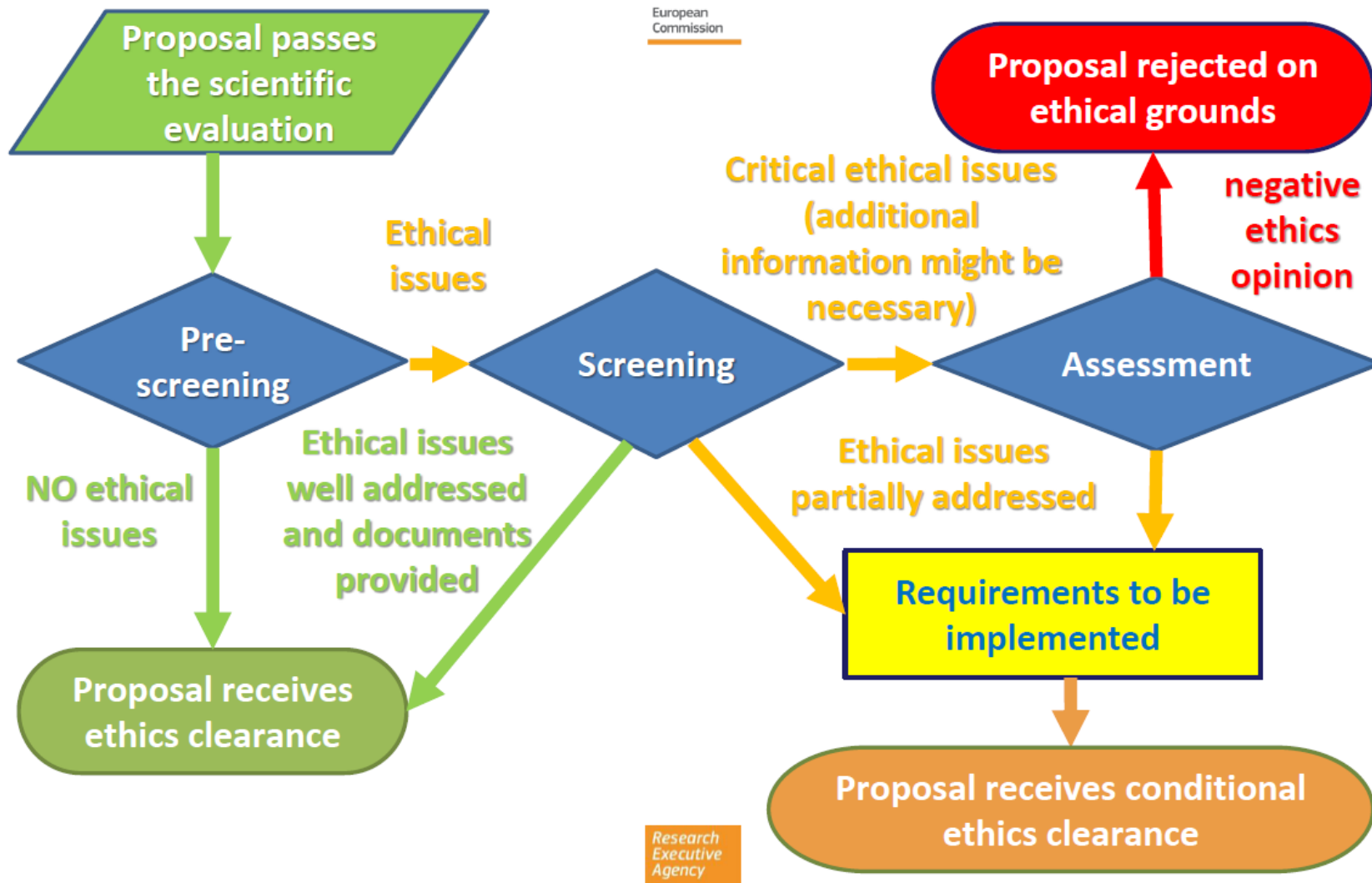
- **Participant Portal H2020 Ethics section**:
  http://ec.europa.eu/research/participants/docs/h2020-funding-guide/cross-cutting-issues/ethics_en.htm

- **Ethics issues table-Checklist:**
  http://ec.europa.eu/research/participants/portal/doc/call/h2020/h2020-msca-itn-2014/1597698-itn_2014_-_ethics_issues_checklist_en.pdf

- **Ethics Guidance**
  http://ec.europa.eu/research/participants/portal/doc/call/h2020-msca-itn-2015/1620147-h2020_-_guidance_ethics_self_assess_en.pdf

RRI: Responsible Research and Innovation

RRI is now a term in the legal text of Horizon 2020 from the European Parliament, Preamble 22 (our emphasis):

*(22) With the aim of deepening the relationship between science and society and reinforcing public confidence in science, Horizon 2020 should [...] by **developing responsible research and innovation agendas that meet citizens' and civil society's concerns and expectations** ...*

- Responsible Research and Innovation means that **societal actors work together during the whole research** and innovation process in order to better **align both the process and its outcomes, with the values**, **needs** and **expectations** of European society.

https://ec.europa.eu/research/swafs/pdf/pub_rri/KI0214595ENC.pdf
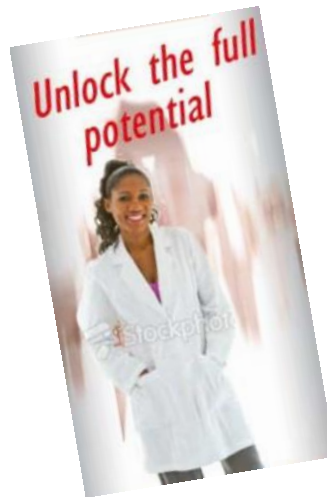
Engagement

Gender Equality

Science Education

Ethics

Open Access

1. The engagement of citizens and civil society in Research and Innovation;
2. The Gender equality and gender dimension in the Research content;
3. Formal and informal science education;
4. Ethics;
5. And a more open science, including the open access to scientific results.

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SOME EXERCISES TO IMPROVE YOUR PROPOSAL

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Gantt chart

Months	1-4		5-8		9-12		13-16		17-20		21-24	
WP	1		2		3		4					
Secondment												
Deliverables	1.1	1.2		2.1		3.1		4.1 4.2	4.3		4.4 4.5	
Milestones		1		2		3		4	5		6	
Dissemination		1			1 2 3			1			1	2 3
Public engagement			1	2		3			1	2		3

COMMENTS:

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WP	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M24
	Year 1 (may 2017-apr 2018)												Year 2 (may 2018-apr 2019)											
WP1																								
T1.1				M1.1, D1.1																				
T1.2																								
T1.3																								
T1.4																								
T1.5											D1.2													D1.3
WP2																								
T2.1			D2.2																					
T2.2																								
T2.3																								
T2.4						M2.1, D2.1																		
WP3						M3.1																		
T3.1																								
T3.2														D3.1	D3.1									
T3.3																								
T3.4					3.4								D3.2	D3.3							D3.5			
T3.5																								
WP4																								
T4.1					M4.1																			
T4.2					M4.2				D4.1															
T4.3													D4.2											
T4.4																	D4.3							
T4.5																					D4.4			
WP5																								
T5.1																								
T5.2																								
T5.3																								D5.1

COMMENTS:

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Gantt Chart

Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Bibliografical research																								
CA1																								
Deliverable																								
IC organization																								
SC																								
CA2																								
EM																								
IC																								
IC publication																								
Dissemination																								
Compairson with italian texts																								
Translation analyse																								
Poems and added parts																								
CA3																								
TTR																								

COMMENTS:

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Tasks \ Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
WP1-		D1.1+M																						
WP2- Dissemination							D2.1																	
								D2.2 + M																
WP3-													D3.1											
														D3.2+M										
													D3.3+M											
WP4-																			D4.1					
																				D4.2				
WP5- Manag&Dissem.	K					R M	P					R M	P					R M	P					R M
Workshops & Conferences								C		C			S W							C			S W	
Training courses				T1									T2											
Public engagement														PE										
Secondment																	D3.3+D4.1							
Superv. Ev./Final Rep.																								D5.5

COMMENTS:

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Appropriateness of the allocation of tasks and resources

ACTIVITY	WP1	WP2		WP3			WP4		TRAINING	TOTAL
Person/ Month										**24**
Task	1.1	2.1	2.2	3.1	3.2	3.3	4.1	4.2		

Appropriateness of the allocation of tasks and resources

ACTIVITY	WP1	WP2		WP3			WP4		TRAINING	TOTAL
Person/ Month	2	8		6			4		4	**24**
Task	1.1	2.1	2.2	3.1	3.2	3.3	4.1	4.2		

THINGS I HAVE TO HIGHLIGHT IN MY PROPOSAL	WEAKNESSES TO AVOID
1.1. Quality and credibility of the research/innovation project; level of novelty, appropriate consideration of inter/multidisciplinary and gender aspects	

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THINGS I HAVE TO HIGHLIGHT IN MY PROPOSAL	WEAKNESSES TO AVOID
1.2. Quality and appropriateness of the training and of the two way **transfer of knowledge** between the researcher and the host	

THINGS I HAVE TO HIGHLIGHT IN MY PROPOSAL	WEAKNESSES TO AVOID
1.3 Quality of the supervision and of the integration in the team/institution.	

THINGS I HAVE TO HIGHLIGHT IN MY PROPOSAL	WEAKNESSES TO AVOID
1.4 Capacity of the researcher to reach or re-enforce a position of professional maturity/independence	

THINGS I HAVE TO HIGHLIGHT IN MY PROPOSAL	WEAKNESSES TO AVOID
2.1 Enhancing the potential and **future career** prospects of the **researcher**	

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THINGS I HAVE TO HIGHLIGHT IN MY PROPOSAL	WEAKNESSES TO AVOID
2.2 Quality of the proposed measures to **exploit** and **disseminate** the action results	

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THINGS I HAVE TO HIGHLIGHT IN MY PROPOSAL	WEAKNESSES TO AVOID
2.3. Quality of the proposed measures to **communicate** the action activities to different target audiences	

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THINGS I HAVE TO HIGHLIGHT IN MY PROPOSAL	WEAKNESSES TO AVOID
3.1 Coherence and effectiveness of **the work plan**	

THINGS I HAVE TO HIGHLIGHT IN MY PROPOSAL	WEAKNESSES TO AVOID
3.2 Appropriateness of the allocation of **tasks and resources**	

THINGS I HAVE TO HIGHLIGHT IN MY PROPOSAL	WEAKNESSES TO AVOID
3.3 Appropriateness of the **management structure and procedures**, including risk management	

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THINGS I HAVE TO HIGHLIGHT IN MY PROPOSAL	WEAKNESSES TO AVOID
3.4. Appropriateness of the **institutional environment** (infrastructure)	

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SPANISH NATIONAL CONTACT POINTS (NCP)

MARIE SKLODOWSKA-CURIE ACTIONS

Jesús Rojo

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jesus.rojo@madrimasd.org

MUCHAS GRACIAS / THANK YOU