

Marie Skłodowska-Curie Postdoctoral Fellowship General 2023 Call Information – How to Apply

Call Objectives	<p>The MSCA Postdoctoral Fellowship (previously known as IF) grants operate on a 'bottom-up' basis without predetermined priorities. Applications can be made in any field of research.</p> <p>MSCA research grants are awarded are predominantly on the basis of scientific excellence, alongside the impact and implementation of the project.</p> <p><u>In order to apply for an MSCA PF, fellows must be postdoctoral researchers at the date of the call deadline, i.e. in a possession of a doctoral degree</u> (further details in the eligibility section below).</p>								
MSCA-IF Deadline	<p><u>Funder deadline: 13th September 2023 16:00 (17:00 Brussels local time)</u></p> <p><u>ROO deadline: 11th September 2023</u></p> <p>All MSCA-PFs (European and Global Fellowships included) are to be treated as Small Apps, therefore can be submitted to the ROO two working days before the deadline.</p>								
Types of Postdoctoral Fellowships	<p>Postdoctoral Fellowships either can take place in Europe (i.e. in an EU Member State or a Horizon Europe Associated Country) or in a Third Country not associated to Horizon Europe. <u>To clarify, the UK is currently to be considered an Associated Country for the purposes of the application submissions.</u></p> <p><u>European Fellowships</u> (EFs) European Postdoctoral Fellowships are open to researchers of any nationality who wish to engage in R&I projects by either coming to Europe from any country in the world or moving within Europe.</p> <p><u>Global Fellowships</u> (GFs) Global Postdoctoral Fellowships are open to European nationals or long-term residents who wish to engage in R&I projects with organisations outside EU Member States and Horizon Europe Associated Countries.</p> <p>*For a definition of Member State, Associated Country and Third Country, please refer to the list of participating countries in Horizon Europe.</p>								
Duration	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="background-color: #cccccc;">EUROPEAN POSTDOCTORAL FELLOWSHIPS</th> </tr> </thead> <tbody> <tr> <td style="width: 30%;">STANDARD DURATION</td> <td>From 12 to 24 months</td> </tr> <tr> <th colspan="2" style="background-color: #cccccc;">GLOBAL POSTDOCTORAL FELLOWSHIPS</th> </tr> <tr> <td>STANDARD DURATION</td> <td> From 24 to 36 months <ul style="list-style-type: none"> - Outgoing phase of minimum 12 and maximum 24 months in a non-associated Third Country - Mandatory 12-month return phase in MS/AC </td> </tr> </tbody> </table>	EUROPEAN POSTDOCTORAL FELLOWSHIPS		STANDARD DURATION	From 12 to 24 months	GLOBAL POSTDOCTORAL FELLOWSHIPS		STANDARD DURATION	From 24 to 36 months <ul style="list-style-type: none"> - Outgoing phase of minimum 12 and maximum 24 months in a non-associated Third Country - Mandatory 12-month return phase in MS/AC
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The budget is automatically calculated on the EC Portal using the person/month unit costs, and calculated from the information added (e.g. number of months; right to family allowance; country of the beneficiary).

MSCA Postdoctoral Fellowships	Contributions for the recruited researcher per person-month					Institutional unit contributions per person-month	
	Living allowance	Mobility allowance	Family allowance (if applicable)	Long-term leave allowance (if applicable)	Special needs allowance (if applicable)	Research, training and networking contribution	Management and indirect contribution
	EUR 5 080	EUR 600	EUR 660	EUR 5 680 x % covered by the beneficiary	requested unit ⁹³ x (1/number of months)	EUR 1 000	EUR 650

Budget Available per Fellowship

A country correction coefficient applies to the living allowance. The country correction coefficients that will be applied are indicated in Table 2 - Part 3 of the [MSCA Work Programme 2023-2024](#). The only exception are the Global Fellowships with two different country correction coefficients: one for the outgoing phase and one for the return phase.

For 2023, the country correction coefficient for the UK is 136.9%, to be applied to the Living Allowance only.

Note: Please make sure that the fellows are aware that the living allowance stated in the application is subject to employer's deductions (e.g. National insurance/apprenticeship levy etc.) and so the figures in the table do not reflect the net/"take home" salary that they will receive.

EC Contribution

100% - Flat rates are applied and are calculated on the basis of eligible researcher-months

Time Commitment

Fellows must commit 100% of their time unless specific arrangements have been agreed with the EC.



Useful Links

[MSCA PF 2023 Call Page](#) and [Guide for Applicants](#)
[MSCA Evaluation Form - Evaluation Criteria](#)
[ROO website and useful information](#)
[User guide](#) of the Submission Service is available online
['IT HOW TO'](#) wiki site provides an online IT manual with screenshots
[The European Charter for Researchers](#)
[Understanding Gender Dimension for MSCA Projects](#)

How to Apply

On the EC Participants Portal – [MSCA PF 2023 Call Page](#)

PIC number: 999977172

Manage your Related Parties (*step 4 of the application set up*): Ensure you add the University as a Co-ordinator Contact by clicking  **Contact**  button and enter the following details:

Project Role: **Main Host Institution Contact**

Access rights: **Coordinator contact (full access)**

First name: **Phillip** Last name: **Cull**

E-mail: mscagrants@admin.cam.ac.uk

Contact Address for the Host Institution:

Position: **Assistant Director European & International**

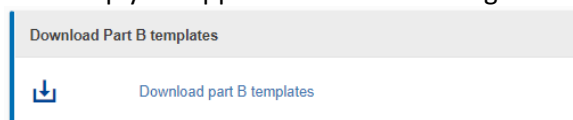
Department: **Research Operations Office**

Street: **Greenwich House, Madingley Road** Town: **Cambridge** Postcode: **CB3 0TX** Country: **United Kingdom**

Documents for the Application

The Administrative Forms (Part A): to be completed directly in the EC Portal, including **1.** General information; **2.** Participants & contacts; **3.** Budget; **4.** Ethics; **5.** Call specific questions.

The Research Proposal (Part B): The fellow must use the mandatory templates which are available once you have set up your application in the Funding and Tenders portal:



- **Part B-1:** The maximum total length for this document is 10 pages. It should be composed as follows: **Section 1.** Excellence; **Section 2.** Impact; **Section 3.** Implementation.
- **Part B2:** it contains the following sections: **Section 4.** CV of the experienced researcher (maximum length: 5 pages); **Section 5.** Capacities of the participating organisations (1 page for the overview and 1 page for each participating organisation); **Section 6.** Ethical aspects; **Section 7.** Additional info on security screening (if applicable); For Global Fellowship only **Section 8.** Letter of commitment of the Third Country Host Institution.

The following formatting constraints must be respected: a minimum font size of 11 points, except for the Gantt chart and tables where the minimum font size is 8 points; single line spacing; A4 page size; margins (top, bottom, left, right) of at least 15 mm (not including any footers or headers); The reference font for the body text of proposals is Times New Roman (Windows platforms), Times/Times New Roman (Apple platforms) or Nimbus Roman No. 9 L (Linux distributions).

Experts will be instructed to ignore hyperlinks to information that is specifically designed to expand the proposal, thus circumventing the page limit.

Internal Process UCAM

X5	<p>Funder: EC Horizon Europe MSCA</p> <p>Scheme Name: MSCA Postdoctoral Fellowship (European) or Scheme Name: MSCA Postdoctoral Fellowship (Global)</p> <p>Note: The Supervisor should be the PI on X5, and entered with zero-cost under the DA or DI Staff tab as MSCA Fellow PI. The Fellow can be entered with zero-cost under the DI Staff tab as MSCA Fellow. All the flat rate allowances should be entered under the Non-Staff tab.</p> <p>Please remember to add the project acronym in to the 'Short Title' field in X5 as this needs to match the proposal.</p>
X5 Report	<p>The figures in the application on the portal should match those in the FAC/ Funder Contribution column on the EC Submission Report.</p>
Inflation	<p>None - please do not adjust this in X5</p>
Internal submission process	<p><u>All</u> MSCA-PFs (European and Global Fellowships included) are to be treated as Small Apps, ROO Deadline Monday 11th September 2023.</p> <p>In order for these to be logged by the Research Development Teams, they will require:-</p> <ul style="list-style-type: none"> - Access to be granted to the portal using the mscagrants@admin.cam.ac.uk address - A Forms to be completed and draft B document to be uploaded. - Submitted X5 <p>As these will be treated as small applications, they will not be checked by ROO before the PI submits to the funder. Therefore, please contact you Research Development Team with any questions in advance of the ROO deadline.</p>
Exchange Rate	<p>Please ensure that the correct Euro rate has been used as per the University Finance Division's Foreign Exchange Research Policy.</p> <p>Please do not adjust the rate in X5.</p>

Eligibility Requirements

This call for proposals offers fellowships to **researchers holding a PhD at the time of the call deadline**, wishing to undertake mobility either to or between EU Member States or Horizon Europe Associated Countries (European Postdoctoral Fellowships), or to a non-associated Third Country (Global Postdoctoral Fellowships) in order to undertake an original and personalised research and innovation project.

Doctoral Degree

Supported fellows must be postdoctoral researchers at the date of the call deadline, i.e. in a possession of a doctoral degree. Applicants who have successfully defended their doctoral thesis but who have not yet formally been awarded the doctoral degree will also be considered as postdoctoral researchers and will be considered eligible to apply.

Full-Time Equivalent Research Experience

At the call deadline, supported researchers must have a maximum of 8 years full-time equivalent experience in research, measured from the date of award of the doctoral degree. Years of experience outside research and career breaks (e.g. due to parental leave), will not count towards the amount of research experience. For nationals or long-term residents of EU Member States or Horizon Europe Associated Countries who wish to reintegrate to pursue their research career in EU Member States or Horizon Europe Associated Countries, years of experience in research in third countries will not be considered in the above maximum

Mobility Rules

Recruited researchers must comply with the following mobility rule: they must not have resided or carried out their main activity (work, studies, etc.) in the country of the beneficiary (for European Postdoctoral Fellowships), or the host organisation for the outgoing phase (for Global Postdoctoral Fellowships) for more than 12 months in the 36 months immediately before the call deadline.

Researchers wishing to reintegrate from a third country must either be based in a third country at the call deadline, or have moved directly from a third country to an EU Member State or Horizon Europe Associated Country within the last 12 months before the call deadline.

The Table below summarises the eligibility criteria for each type of Postdoctoral Fellowship. Please refer to the [MSCA Horizon Europe PF Guide for Applicants 2023](#) for more specific information as each type of fellowship has specific requirements.

Eligibility Requirements

EUROPEAN POSTDOCTORAL FELLOWSHIPS

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

GLOBAL POSTDOCTORAL FELLOWSHIPS

ELIGIBILITY CRITERIA		
RESEARCHER	Doctorate degree	The researcher must be in possession of a doctoral degree or have successfully defended their doctoral thesis before call deadline. The successful defence must be unconditional (no further requirements/corrections that need to be addressed) and take place before the call deadline. Supporting documentation may be requested. ¹⁴
	Nationality	Nationals or long-term residents of MS or AC.
	Mobility	The researcher cannot have resided or carried out their main activity (work, studies, etc.) in the country of the associated partner hosting the outgoing phase for more than 12 months in the 36 months immediately before the call deadline. ^{15 16}
	Research experience (full-time equivalent)	<p>Maximum 8 years from date of award of the (first) doctoral degree.</p> <p>This limit can be extended (in days) for the following reasons:</p> <ul style="list-style-type: none"> - Maternity leave (18 months - i.e. 548 days per child born after the PhD award date, or the exact duration of maternity leave taken, whichever is longest); - Paternity leave (exact duration per child born after the PhD award date); - Compulsory national service; - Time spent not working in research; - Long term sick leave (periods > 30 days). <p>More information on the calculation of the 8 years research experience are available in section 8.</p>
PARTICIPATING ORGANISATION	Beneficiary	Single independent legal entity established in MS or AC. ¹⁷
	Associated partner hosting the outgoing phase	Single independent legal entity established in a non-associated Third Country. It MUST be encoded as a participating organisation (= associated partner) in Part A.

* Long-term residence means a period of legal and continuous residence within EU Member States or Horizon Europe associated countries of at least five consecutive years. Periods of absence from the territory of the EU Member State or Horizon Europe associated country will be taken into account for the calculation of this period where they are shorter than six consecutive months and do not exceed in total ten months within this period.

Eligibility of Costs

Researcher Allowances:

Living allowance is the EU contribution to the gross salary costs of the researcher.

Mobility Allowance In addition to the living allowance, a mobility allowance will be paid to recruited researchers. Please note that the country correction coefficient will not be applied to this allowance.

Family Allowance will be paid in case the researcher has family obligations. In this context, family is defined as persons linked to the researcher:

- (i) by marriage
- (ii) by a relationship with equivalent status to a marriage recognised by the legislation of the country or region where this relationship was formalised
- (iii) as dependent children who are actually being maintained by the researcher

For Horizon Europe projects, if the Fellow acquires family obligations during the action duration, they will also be eligible to apply for Family Allowance providing the criteria above is met within the lifetime of the project. The University of Cambridge might require evidence of the right to the Family Allowance in case the MSCA-IF is awarded.

Note: the Individual allowances indicated above (where applicable) would be subject to the usual Employers deductions (e.g. Employers NI etc.) and so the rates in the application are not directly stating net/"take home" salary amounts available to the individual.

Long-term Leave Allowance contributes to the personnel costs incurred by the beneficiaries in case of the researchers' leave, including maternity, paternity, parental, sick or special leave, longer than 30 consecutive days.

Special Needs Allowance contributes to the additional costs for the acquisition of special needs items and services for researchers with disabilities, whose long-term physical, mental, intellectual or sensory impairments are certified by a competent national authority, and of such nature that their participation in the action may not be possible without them (e.g. assistance by third persons, adaptation of work environment, additional travel/transportation costs). These special needs items or services must not have been funded from another source (e.g. social security or health insurance).

Both **long-term leave** and **special needs allowances** should be requested when the need arises. In the case of the special needs allowance, this may be at the beginning of the project.

Institutional Unit Costs:

Research, Training and Network Costs This contributes to expenses such as: participation of researchers in conferences and/or training activities; expenses related to research costs (e.g. access to labs); costs for visa-related fees; publication costs (e.g. open access); additional costs arising from secondment.

Management and Indirect costs (Overheads) This is to be used for the institution's management and indirect costs of the action.

Eligible Costs

Ineligible Costs

Should a project be fully suspended for any length of time during the course of the project, no costs are eligible and therefore cannot be charged to the grant in this period.

Additional Information

Open Access	<p>As open as possible, as closed as necessary.</p> <p>DMPs (Data Management Plans) are no longer optional via the research data pilot. They are now a deliverable due within the first 6 months of the project.</p> <p>Must provide open access when publishing.</p> <p>Open Access is an explicit evaluation criteria under Excellence.</p>
Secondments	<p>Are optional but must be integral part of the research proposal. Secondments must be in line with the project objectives and training needs of the research and must add significant value and impact to the fellowship</p> <p>Inter-sectoral secondments encouraged, particularly as a tool for inter-sectoral experience, knowledge transfer and career development</p> <p>The secondment host organisation can be located anywhere in the world, including third countries – there is no mobility requirement when considering secondment hosts.</p> <p>Quality and degree of involvement of partner organisations and the impact of the secondments will be assessed.</p> <p>Clear supervisory arrangements at secondment host organisation</p> <p>Should be planned in advance – but organisation does not need to be named in the proposal</p> <p><u>Duration of secondments:</u></p> <ul style="list-style-type: none"> - European PF – can be up to one third of the fellowship duration. - Global PF – can be up to one third of the outgoing phase and cannot take place during the return phase. A maximum of three months can be spent at the start of the project at the beneficiary (or any other organisation mentioned in the description of the action).
Ethics and Gender Equality Plan	<p><u>Ethics & Security (Part A: Section 4)</u></p> <p>Please answer YES to the question “Will some of the activities be carried out in non-EU countries?”</p> <p>You could include the following sentence “The ethical standards and guidelines of Horizon Europe will be rigorously applied, regardless of the country in which the research is carried out. The ethical policy of the UK is compliant with the ‘Charter of Fundamental Rights of the European Union’ and the relevant ethics rules of Horizon Europe”.</p> <p>Compliance with the relevant ethics provisions is essential from the beginning to the end of the action and is an integral part of research funded by the European Union within Horizon Europe.</p> <p>Applicants submitting research proposals for funding for MSCA in Horizon Europe should demonstrate proactively in their proposal that they are aware of, and will comply with, ethical principles and applicable International, European and national law. Key sources of EU and international law are the Charter of Fundamental Rights of the European Union</p>

and the [European Convention on Human Rights](#) and its Supplementary Protocols. Another important source is the [UN Convention on the Rights of Persons with Disabilities](#) (UN CRPD).

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

Please note that it is the applicants' responsibility to identify any potential ethical issues, to handle the ethical aspects of the proposal and to detail how these aspects will be addressed. The appropriateness of the measures proposed will be assessed by ethics experts during the ethics review, which is a part of the overall evaluation procedure.

Gender Equality Plan

Please answer YES to the question "Does the organization have a Gender Equality Plan (GEP) covering the elements listed below?"

This is a change from previous MSCA Crib Sheets. It is a new requirement for the Horizon Europe 2022 calls. You can find information on how the University of Cambridge (UCAM) complies with this requirement [here](#).

ROO Contacts

The Research Development Teams will be able to provide assistance with X5 and any other aspects relating to the administrative form:

- **School of Arts and Humanities:** roo-ahss-applications@admin.cam.ac.uk
- **Biological Sciences :** roo-bio-applications@admin.cam.ac.uk
- **School of Technology:** roo-tech-applications@admin.cam.ac.uk
- **School of Clinical Medicine:** csgrants@admin.cam.ac.uk
- **School of the Physical Sciences:** roo-sps-applications@admin.cam.ac.uk

For assistance with **MSCA-specific requirements**, please contact the ROO dedicated mailbox mscagrants@admin.cam.ac.uk.

Please note that this document provides very limited information and is for internal use only. All applicants should ensure that they have read and understood the [MSCA PF Guide for Applicants 2023](#) and that their proposal meets all the criteria specified therein.