



Universidad de Valladolid



*Individual Fellowships*

**MSCA IF 2018**

**12 April 2018 - 12 September 2018**

European Projects Office at Universidad de Valladolid (OPEUVa)  
Fundación General de la Universidad de Valladolid  
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## GUIDE FOR APPLICANTS 2018

Marie Skłodowska -Curie Actions Individual Fellowships (IF)  
at

**UNIVERSIDAD DE VALLADOLID**



Universidad de Valladolid

OPEUVa – European Projects Office at Universidad de Valladolid  
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[opeuva@funge.uva.es](mailto:opeuva@funge.uva.es); <http://funge.uva.es/>



**PHASE 1: Are you sure that you are eligible for IF – MSCA 2018?**

- You have to be an experienced researcher. You must check the eligibility conditions for IF – MSCA 2018 in the [Guide for Applicants](#) (below – page 9), select your better options inside of IF-MSCA -Calls 2018 and verify the [Eligibility Criteria Summary](#).

- Type of MSCA – Individual fellowship (summary):

INDIVIDUAL FELLOWSHIPS		EUROPEAN (EF)				GLOBAL
		ST	CAR	RI	SE	GF
EXPERIENCED RESEARCHERS	Nationality	ANY	ANY	MS, AC or long-term residents	ANY	MS, AC or long-term residents
	Mobility	From ANY country to MS or AC	From ANY country to MS or AC	From TC <b>directly</b> to MS or AC ( <i>location of the host institution</i> )	From ANY country to MS or AC	From ANY country to TC then to MS/AC
		≤ 12 months in the last 3 years	≤ 36 months in the last 5 years	≤ 36 months in the last 5 years	≤ 36 months in the last 5 years	≤ 12 months in the last 3 years
	Career break in research	-	at least 12 months within 18 months prior to call deadline	-	-	-
PARTICIPANTS	Beneficiary	MS or AC	MS or AC	MS or AC	MS or AC <b>Non-academic only</b>	MS or AC
	Entity with a capital or legal link	MS or AC	MS or AC	MS or AC	MS or AC <b>Non-academic only</b>	MS or AC
	Partner Organisation	MS or AC	MS or AC	MS or AC	MS or AC (both academic and non-academic)	Outgoing phase (mandatory): TC Secondment (optional): MS or AC
DURATION (months)		12 to 24	12 to 36	12 to 24	12 to 24	12 to 24 + 12
SCIENTIFIC AREAS		8	8	8	8	8

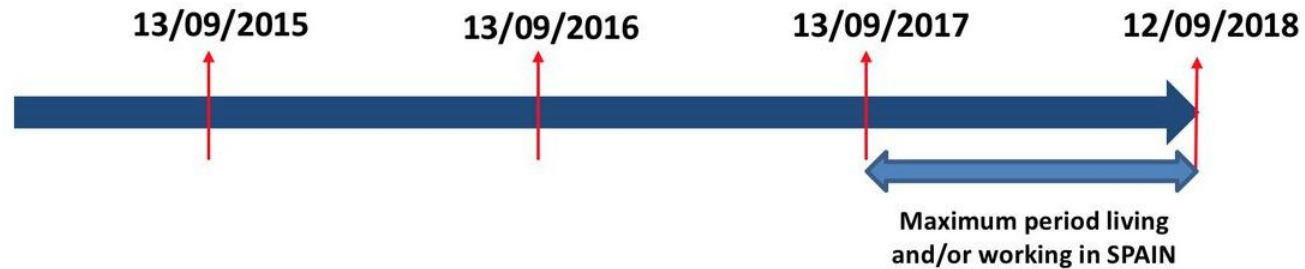


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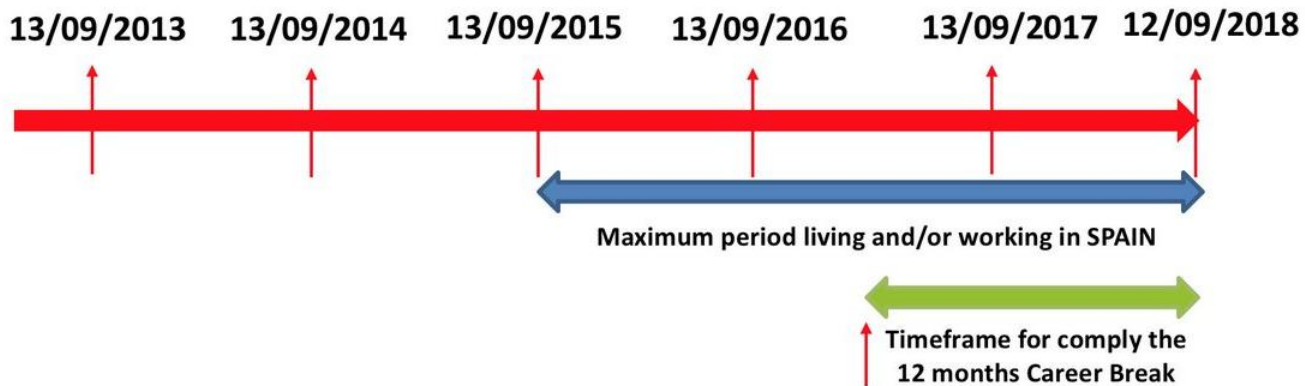


## Mobility Rule Eligibility for a fellow in Spain

### EF-ST PANEL



### EF-CAR RI SE PANELS



13/04/2017



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## PHASE 2: Find a Scientific Supervisor at Universidad de Valladolid

- If you do not have yet identified your Scientific Supervisor at Universidad de Valladolid (UVA), you can select and contact her/him on <https://eshorizonte2020.es/expressions-of-interests>.
- After that, or if you already have a confirmed Scientific Supervisor at UVA, please notify us as soon as possible, your intention to apply for MSCA IF.
- How? You must communicate his / her intention to apply for a MSCA Individual Fellowship (Call 2018) by sending an e-mail (cc: his / her Scientific Supervisor of OPEUVa to [opeuva@funge.uva.es](mailto:opeuva@funge.uva.es)).

## PHASE 3: Create account in ECAS

- You must create an account in ECAS (European Commission Authentication Service) in this [link](#) and you can follow the instructions in the [guide](#).

## PHASE 4: Register your proposal in the Participant Portal

- As a candidate for MSCA IF 2018, log into the [participant portal](#) using your ECAS account credentials. Then, follow [this link](#) and click on the button "START SUBMISSION" corresponding to the type of action you intend to apply for (see Phase 1). Then proceed to the proposal registration. Get detailed directions following [this link](#).



In order to register your proposal you will need the following information:

- Beneficiary: **Universidad de Valladolid**
- Participant Identification Code: **999862809**
- In the field **“Your role”**, select **“Researcher”**.
- Beneficiary contacts: it is mandatory to create a contact for the **“Scientific Supervisor”** with **“Coordinator Contact”** privileges. The OPEUVa’s members (María Moncada – [mmoncadas@funge.uva.es](mailto:mmoncadas@funge.uva.es) and Yolanda Calvo – [innovacion@funge.uva.es](mailto:innovacion@funge.uva.es)) must also be included as **“Contact Persons”** with **“Coordinator Contact”** privileges, so they will be able to follow up on the preparation of the proposal.

## PHASE 5: Complete the proposal Administration Forms

- Who? The candidate for MSCA-IF, Scientific Supervisor and OPEUVa
- How? The administrative forms must be filled in using the template available in the Participant Portal Submission Service. The administrative forms must be completed online.
- Check the configuration of your internet browser (indications are provided in the application). Please note that some data fields in the administrative forms are pre-filled based on the previous steps in the submission wizard (like the abstract).
- However you should check that all of them are updated before the proposal submission. Should you have any question or need guidance about the "Declarations" section send an e-Mail to [opeuva@funge.uva.es](mailto:opeuva@funge.uva.es)

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## PHASE 6: Complete the Technical part of the Proposal

- The candidate for MSCA-IF and Scientific must write the part B of the proposal (description of your project) according to the proposal templates provided in the Participant Portal Submission Service.



- Read them carefully and try to understand what is expected in each section in the light of the previous documents.
- There are numerous materials to support Experienced Researchers in drafting the templates of the MSCA proposal. We have available documentation according to their usefulness to help you and we will send you a "guide to UVA as hosting institution".

Documentation:

➤ **Survivor's Guide to MSCA-IF-2016 Updated 2018**

The [Survivor's Guide](#) is an unofficial document prepared by the National Contact Points (NCP) for the Marie Skłodowska-Curie Actions (MSCA) on the Net4Mobility project. The information contained in this document and any others transmitted or attached to the same is intended to assist and support, in an unofficial and easy-&-practical way, the researchers interested in submitting a Proposal to the Individual Fellowships (IF) Call.

➤ [Guide for applicants: official document from European Commission](#)

➤ **Guidance Social media guide for EU funded projects.**

The European Commission published a [new guide on the use of social media](#) in Horizon 2020 projects. This guide will help you to use social media in the dissemination and communication activities of your project.

➤ [Training for IF-2017](#): by Mr. Pierantonios Papazoglou

**PHASE 7: Review and review your proposal. Submit to EC**

- At this stage we suggest that you review your work. After that, let others evaluate your proposal.
- It is a good idea to ask for the opinion of colleagues, especially for the review of the scientific part. **Keep in mind that the evaluators may not be experts in your field**, but they should understand the scientific framework of your field.



- Finally, the **OPEUVa can make as many revisions to your proposal as possible**. But do not forget:
  - It is very likely that we will receive many applications in a short period of time close to the deadline. Be smart and be the first to send us your proposal
  - The sooner you send us your proposal, the better: we will be able to make more revisions. Be smart and send it us as soon as possible.
  - Experience shows that proposals reviewed by OPEUVa achieve good results.
- Use the email address [mmoncadas@funge.uva.es](mailto:mmoncadas@funge.uva.es). Please note that the university will be closed in August.