

# Come presentare una proposta di successo: il bando **IEF**

Università degli Studi di Teramo

4 Maggio 2010



Katia Insogna

Punto di Contatto Nazionale

**APRE**

(Agenzia per la Promozione della Ricerca Europea)

# FP7-PEOPLE-2010-IEF: TIMETABLE

Publication of call	<i>17 March 2010</i>
Deadline for submission of proposals	<i>17 August 2010 at 17.00.00 Brussels local time</i>
Evaluation of proposals	<i>04-29 October 2010</i>
Evaluation Summary Reports sent to proposal coordinators ("initial information letter")	<i>End of November 2010</i>
Invitation letter to successful coordinators to launch <i>grant agreement</i> negotiations with the REA services	<i>December 2010</i>
Letter to unsuccessful applicants	<i>From December 2010</i>
Signature of first <i>grant agreements</i>	<i>From March 2011</i>

**BUDGET 2010: 95 MI EURO**

## Regole generali di presentazione

- Invio della documentazione completa via **EPSS**
- Ricezione a Bruxelles entro la scadenza (data e ora)

### eleggibilità !!

- Assegnazione nr. della proposta e ricevuta di ritorno
- Controllo di eleggibilità
- Valutazione (peer review)

# Come presentare una proposta?

## Seventh Research Framework Programme (FP7)

Im



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PEOPLE / 6 Open calls

### PEOPLE

#### Calls for proposals

Call Identifier	Call Title	Publication Date	Cut-off-dates	Deadline
<a href="#">FP7-PEOPLE-2009-RG</a>	Marie Curie Reintegration Grants (RG)	2008-10-09	2009-04-02	2009-12-31
<a href="#">FP7-PEOPLE-2009-IEF</a>	Marie Curie Intra-European Fellowships for Career Development (IEF)	2009-03-18		2009-08-18
<a href="#">FP7-PEOPLE-2009-IIF</a>	Marie Curie International Incoming Fellowships (IIF)	2009-03-18		2009-08-18
<a href="#">FP7-PEOPLE-2009-IOF</a>	Marie Curie International Outgoing Fellowships for Career Development (IOF)	2009-03-18		2009-08-18
<a href="#">FP7-PEOPLE-2009-EURAXESS</a>	Transnational operation of the EURAXESS Services Network	2009-01-22		2009-04-22
<a href="#">FP7-PEOPLE-2009-IRSES</a>	Marie Curie International Research Staff Exchange Scheme (IRSES)	2008-11-25		2009-03-27

3. FP7 factsheets in your preferred language - an overview of the basic features of this programme (.pdf format)
4. The Guides for Applicants relevant to the funding schemes used in this call (.pdf format)

All files have been treated uniformly and compressed to facilitate the access to the individual documents and to optimise the speed of transfer. To access the files, you will need a [file compression utility](#) capable of opening the '.zip' format.





Documents can be downloaded or sent to you by email. For the latter option, please insert your email address in the box provided.

Scarica il **Work Programme** 

Scarica la **Guide for Applicants** 

**Presentazione on-line** 

[select all](#) | [clear all](#)

 <b>Call Fiche</b>		
Language: <b>English</b>	File Type: <b>PDF</b>	<input type="checkbox"/> <b>Select this document*</b>
 <b>Work Programme</b>		
Language: <b>English</b>	File Type: <b>PDF</b>	<input type="checkbox"/> <b>Select this document*</b>
 <b>Guide for Applicants (Intra-European Fellowships for Career Development - MCIEF)</b>		
Language: <b>English</b>	File Type: <b>PDF</b>	<input type="checkbox"/> <b>Select this document*</b>
 <b>FP7 factsheets</b>		
Language: <input type="text" value="English"/>	File Type: <b>PDF</b>	<input type="checkbox"/> <b>Select this document*</b>

[select all](#) | [clear all](#)

**\*Download OR e-mail the selected documents**

[Top](#)

#### Electronic Proposal Submission Service (EPSS):

The Electronic Proposal Submission Service (EPSS) is not yet available for this call.

[Top](#)

#### Additional Documents:

*\*Choose which documents you would like to download or receive by e-mail*

# Come registrarsi

## Electronic Proposal Submission Service (EPSS)



[EPSS](#)

### Registration - Personal Details

Call Selected: **FP7-PEOPLE-2009-IEF**

Sub-Scheme Selected: **MC-IEF**

Please fill in your details below. Note that you must provide entries marked with an asterisk.

**Important notice for the IEF, IIF and IOF candidates:**

the person who registers in EPSS should always be the Researcher, as at the EPSS level this information is used for the communication with the Referees.

On this page, the PIC (the use of PIC is optional, but strongly recommended) and the Short organization name are those of the European Host, the rest of the data (i.e. first name, last name, telephone, e-mail etc) are those of the Researcher

**Important notice for the IRG and ERG candidates:**

the person who registers in EPSS should always be the Researcher, as at the EPSS level this information is used for the communication with the Referees.

**PIC info?**

PIC

Clear PIC-data

[View PIC data](#)

Title \* Mr.

First name \*

Surname \*

Organisation Short Name \*

Telephone \*

E-mail \*

**Warning:** Only proposal Coordinators should register. Partners should obtain the registration information from the proposal Coordinator.

- ✓ **Facsimile nella Guida per i Proponenti**
- ✓ **Compilazione on-line (EPSS)**

- **A1:** dati di sintesi della proposta
- **A2:** dati anagrafici ente ospitante
- **A3:** dati fellow
- **A4:** budget



Proposal Number	Proposal Acronym
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GENERAL INFORMATION ON THE PROPOSAL			
Proposal Title			
Marie Curie action-code		Scientific Panel	
Total duration in months		Call identifier	
Keywords (up to 200 characters)			
Abstract (up to 2000 characters)			

Has a similar proposal been submitted to a Marie Curie Action under this or previous RTD Framework Programmes?		YES/NO
if yes:		
Programme name(s) and year	Proposal number(s)	

Does this proposal include any of the sensitive ethical issues detailed in the Research Ethical Issues Table of Part B?	YES/NO
---	--------

- titolo progetto e acronimo
- scelta **Scientific panel**
- durata borsa
- identificativo del bando
- parole chiave
- **abstract** max 2000 parole
- partecipazione Azioni MC
- principi etici



- Ciascun **Panel** rappresenta un'area di ricerca ben definita
- **Proposte** classificate per Panel
- **Budget** per Panel non è *pre-determinato*

## 8 Research Panels

1. Chemistry CHE
2. Social and Human Sciences SOC
3. Economic Sciences ECO
4. Information science and Engineering ENG
5. Environment and geosciences ENV
6. Life sciences LIF
7. Mathematics MAT
8. Physics PHY



Proposal Nr	Proposal Acronym	Participant Nr
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**INFORMATION ON ORGANISATIONS**

If your organisation has already registered for FP7, enter your Participant Identity Code	[PIC or 'none']
Organisation legal name	
Organisation short name	

**Administrative data**

<b>Legal address</b>	
Street name	Number
Town	
Postal Code / Cedex	
Country	
Internet homepage (optional)	

**Status of your organisation**

Certain types of organisations benefit from special conditions under the FP7 participation rules. The Commission also collects data for statistical purposes. The guidance notes will help you complete this section. Please 'tick' the relevant box(es) if your organisation falls into one or more of the following categories:

- Non-profit organisation
- Public body
- Research organisation
- Higher or secondary education establishment
- International organisation
- International European Interest organisation
- Joint Research Centre of the European Commission
- Entities composed of one or more legal entities [European Economic Interest Group/ Joint Research unit (Unité mixte de recherche) / Enterprise groupings]
- Commercial Enterprise

Main area of activity (NACE code): [dropdown list]

The following section relating to the status of Small or Medium Sized Enterprises is to be completed only by the participants having chosen NONE of the options in the first section under "Status of your organisation"	
1. Is your number of employees smaller than 250? (full time equivalent)	[yes/no]
2. Is your annual turnover smaller than € 50 million?	[yes/no]
3. Is your annual balance sheet total smaller than € 43 million?	[yes/no]
4. Are you an autonomous legal entity?	[yes/no]
You are not an SME if your answer to question 1 is "NO" and/or your answer to both questions 2 and 3 is "NO". In all other cases, you might conform to the Commission's definition of an SME. Please check the additional conditions given in annex X.	
Following this check, do you conform to the Commission's definition of an SME	[yes/no]

- Organisation **legal name: es. Università, non Dip.to**
- Status dell'entità legale

# Proposal Submission Forms



EUROPEAN COMMISSION  
7<sup>th</sup> Framework Programme on  
Research, Technological  
Development and Demonstration

Marie Curie Actions  
Intra-European Fellowships (IEF)

# A2



## Dependencies with (an)other participant(s)

Are there dependencies between your organisation and (an)other participant(s) in this proposal? (Yes or No)

If Yes:

Participant Number	Organisation Short Name	Character of dependence

## Contact points

Person in charge (For the coordinator (participant number 1) this person is the one who the Commission will contact in the first instance)

Family name		First name(s)	
Title		Sex (Female – F / Male – M)	
Position in the organisation			
Department/Faculty/Institute/Laboratory name/ ...			
Is the address different from the legal address?			YES/NO
Street name		Number	
Town			
Postal Code / Cedex			
Country			
Phone 1		Phone 2	
E-mail		Fax	

Authorised representative to sign the grant agreement or to commit the organisation for this proposal

Family name		First name(s)	
Title		Sex (Female – F / Male – M)	
Position in the organisation			
Department/Faculty/Institute/Laboratory name/ ...			
Is the address different from the legal address?			YES/NO
Street name		Number	
Town			
Postal Code / Cedex			
Country			
Phone 1		Phone 2	
E-mail		Fax	

- Dipartimento e persona di riferimento
- Supervisore scientifico e responsabile contrattuale



<b>Proposal Submission Forms</b>		<b>A3</b>
 EUROPEAN COMMISSION 7 <sup>th</sup> Framework Programme on Research, Technological Development and Demonstration	Marie Curie Actions Intra-European Fellowships (IEF)	



Proposal Number		Proposal Acronym	
<b>INFORMATION ON THE RESEARCHER</b>			
Family Name		Birth Family Name	
First Name(s)			
Title		Sex Female(F)/Male(M)	
1 <sup>st</sup> nationality		2 <sup>nd</sup> nationality	
Location of origin (country)		Date of birth	
Location of origin (town)			
Contact address			
Street name		Number	
Town			
Postal Code / Cedex			
Country			
Phone 1		Phone 2	
E-mail		Fax	

<b>Qualifications</b>		
University degree	Date of award (DD/MM/YYYY)	
Doctorate expected before the deadline	Expected date of award (DD/MM/YYYY)	
Doctorate	Date of award (DD/MM/YYYY)	
Full-time postgraduate research experience	Number of months	
Other academic qualifications	Date of award (DD/MM/YYYY)	

<b>Place of activity/place of residence (previous 5 years)</b>		
Period: From DD/MM/YYYY	To DD/MM/YYYY	Country

<b>INVOLVEMENT OF THE RESEARCHER IN OTHER MARIE CURIE PROPOSALS</b>	
Have you submitted or are you in the process of submitting another proposal for the Marie Curie Actions: IEF, IOF, IIF, ERG or IRG, or have you previously benefited of Community funding under Marie Curie actions ?	
YES/NO	
if yes:	
Action name(s) and year	Proposal or contract number(s)

- **Nazionalità + residenza**
- **Luogo di attività negli ultimi 6 anni**
- **Per eleggibilità e decisione mobility allowance**
- **Mesi di esperienza**

# ASPETTI FINANZIARI E CONTRIBUTO COMUNITARIO

## PER IL RICERCATORE



# LIVING ALLOWANCE

<p><b>su base annua</b></p>	<p><b>Employment / full social security A</b></p>	<p><b>Minimum social security (stipend) B</b></p>
<p>Experienced 4-10 yrs</p>	<p>56.400</p>	<p>28.200</p>
<p>Experienced &gt; 10 yrs</p>	<p>84.500</p>	<p>42.250</p>

## PAGAMENTI MENSILI

\* Coefficiente di correzione per costi di vita in Paese. IT: 111.5

- Copertura spese di **relocation**
- **Status** ricercatore:
  - ✓ **800** Euro ricercatore con famiglia/figli (anche se non a seguito)
  - ✓ **500** Euro ricercatori senza famiglia
- **Pagamento mensile**



- Pagamento annuale a copertura **spese di viaggio**
- Quota fissa calcolata sulla distanza tra **luogo di origine** del ricercatore ed Ente Ospitante; calcolato per inizio borsa e poi per ogni 12 mesi

***Location of origin:*** *the place where the researcher was residing or carrying out his/her main activity at the time of secondment/recruitment unless (s)he has resided or carried out his/her main activity for less than 12 months in this location immediately prior to this date. In the latter case, the location of origin is the capital city of the country of his/her nationality.*



## TRAVEL ALLOWANCE (2)

Table 3.2: Annual travel allowances

Distance (km)	Fixed-amount contribution (EUR)
< 500	250
500 – 1 000	500
1 000 – 1 500	750
1 500 – 2 500	1 000
2 500 – 5 000	1 500
5 000 – 10 000	2 000
>10 000	2 500

<http://www.geobytes.com/CityDistanceTool.htm>

# Career Exploratory Allowance

- **2000 € una tantum**
- **a copertura di corsi di specializzazione, Job Fairs, ecc**

***Laddove possibile, mobility e travel dovrebbero essere tax free!***

# ASPETTI FINANZIARI E CONTRIBUTO COMUNITARIO

## PER ENTE OSPITANTE



## **Spese di ricerca del fellow: contributo mensile**

- **500€ ricerca teoria**
- **800€ ricerca di laboratorio**

***Es: consumables, conferences/trainings, memberships  
journals, other fees, etc***

## **Management/Overheads\***

**contributo mensile di 700€ per ricercatore**

## Proposal Submission Form



EUROPEAN COMMISSION  
7th Framework Programme on  
Research, Technological  
Development and Demonstration

Marie Curie Actions  
Intra-European Fellowships (IEF)

A4:  
Budget

Proposal Number

Proposal Acronym

FUNDING REQUEST				
Year	Main Phase		Return Phase (IIF and IOF only)	
	Full-time person-months	Type B Fixed-amount Fellowship (Y/N)	Full-time person-months	Type B Fixed-amount Fellowship (Y/N)
<input type="text"/>	<input type="text"/>	SELECT-ONE <input type="button" value="v"/>	<input type="text" value="0"/>	- <input type="button" value="v"/>
<input type="text"/>	<input type="text"/>	SELECT-ONE <input type="button" value="v"/>	<input type="text" value="0"/>	- <input type="button" value="v"/>

Tip:  
Scroll to the bottom to validate, view errors and save the EPSS

Total

### Mobility allowance

Are you eligible for a mobility allowance?  yes  no

If yes, are you eligible for the family-related mobility allowance?  yes  no

### Travel allowance

Indicate the estimated distance (in km) between your location of origin and the premises of the Host

Location of Host (town)

Location of Origin (town)

Research classified as Laboratory-based  yes  no

Post-graduate Research Experience of the applicant at the deadline of the call



# Anno di progetto (non di calendario)

# Tipo di contratto

# Ammontare **altri** **contributi** (travel/mobility e laboratory/non laboratory based)

Istruzioni nella **Guida per i Proponenti**  
Trasformare in PDF e uploading in **EPSS**

- B1 S&T Quality**
- B2 Training**
- B3 Researcher**
- B4 Implementation**
- B5 Impact**
- B6 Ethical issues**

Lunghezza massima **25 pagine** (escluse tabelle,  
grafici, ethical issues, cover/end page)

# B1: S&T Quality

## B1 SCIENTIFIC AND TECHNOLOGICAL QUALITY

- Scientific and technological quality, including any interdisciplinary and multidisciplinary aspects of the proposal
- Research methodology
- Originality and innovative nature of the project, and relationship to the 'state of the art' of research in the field
- Timeliness and relevance of the project
- Host scientific expertise in the field
- Quality of the group/supervisors

Max 8 pagine

- **Qualche referenza bibliografica, meglio se ci si riferisce nel testo**

*(Es. Come provato da X, sappiamo che .....  
Tuttavia, il mio progetto vuole andare oltre, nella  
seguinte maniera: .....)*

- **Metodologia, metodologia, metodologia e .....  
carattere innovativo!**
- **Qualche parola anche sul supervisor, non  
solo sul gruppo**





## B2 TRAINING

- Clarity and quality of the research training objectives for the researcher
- Relevance and quality of additional scientific training as well as of complementary skills offered
- Host expertise in training *experienced researchers* in the field and capacity to provide mentoring/tutoring

Max 2 pagine



## B2: TRAINING

- **Cosa** si vuole imparare e **come**
- Incontri con supervisor e con il gruppo
- Altre persone di riferimento?
- In che modo si vuole agevolare il processo di apprendimento

**passato ⇒ Marie Curie ⇒ futuro**

## B3 RESEARCHER

- Research experience
- Research results including patents, publications, teaching etc., taking into account the level of experience
- Independent thinking and leadership qualities
- Match between the *fellow's* profile and project
- Potential for reaching a position of professional maturity
- Potential to acquire new knowledge

Max 7 pagine  
(incluso CV)

## B3: RESEARCH CV

- dettagliato: formato **EUROPASS**
- interessa **che cosa** il richiedente ha fatto, meno con quale tipo di contratto
- se si descrivono progetti in cui si ha collaborato, indicare il proprio **ruolo/ contributo**
- **tradurre** e spiegare termini/concetti tipicamente italiani, incl. titoli di pubblicazioni in lingua italiana (magari l'inglese tra parentesi)
- Indicare **mese-anno** (non solo anno)

# B4: IMPLEMENTATION

## B4 IMPLEMENTATION

- Quality of infrastructures/facilities and international collaborations of host
- Practical arrangements for the implementation and management of the scientific project
- Feasibility and credibility of the project, including work plan
- Practical and administrative arrangements and support for the hosting of the *fellow*

Max 6 pagine



- **Come?**
- **Quando?**
- **Cosa offre il host?**
- **Quanto dura? ⇒ tempistica (e quantità di lavoro) coerente con la durata della borsa richiesta**

## B5 IMPACT

- Potential of acquiring competencies during the fellowship to improve the prospects of reaching and/or reinforcing a position of professional maturity, diversity and independence, in particular through exposure to complementary skills training with special attention to exposure to the industry sector, where appropriate
- Contribution to career development or re-establishment where relevant
- Contribution to European excellence and European competitiveness
- Benefit of the mobility to the European Research Area

Max 2 pagine

Acquisizione nuove competenze,  
**complementary skills trainings!**

Contributo alla **sviluppo carriera**

Contributo all'**eccellenza** e alla **competitività EU**



# B6: ETHICAL ISSUES

Describe any ethical issues

Special issues:

- Informed consent
- Data protection issues
- Use of animals
- Human embryonic stem cells

No page limit

## ETHICAL ISSUES TABLE



	YES	PAGE
<b>Informed Consent</b>		
Does the proposal involve children?		
Does the proposal involve patients or persons not able to give consent?		
Does the proposal involve adult healthy volunteers?		
Does the proposal involve Human Genetic Material?		
Does the proposal involve Human biological samples?		
Does the proposal involve Human data collection?		
<b>Research on Human embryo/foetus</b>		
Does the proposal involve Human Embryos?		
Does the proposal involve Human Foetal Tissue / Cells?		
Does the proposal involve Human Embryonic Stem Cells?		
<b>Privacy</b>		
Does the proposal involve processing of genetic information or personal data (e.g. health, sexual lifestyle, ethnicity, political opinion, religious or philosophical conviction)		
Does the proposal involve tracking the location or observation of people?		
<b>Research on Animals</b>		
Does the proposal involve research on animals?		
Are those animals transgenic small laboratory animals?		
Are those animals transgenic farm animals?		
Are those animals cloned farm animals?		
Are those animals non-human primates?		
<b>Research Involving Developing Countries</b>		
Use of local resources (genetic, animal, plant etc)		
Impact on a local community		
<b>Dual Use and potential for terrorist abuse</b>		
Research having direct military application		
<b>I CONFIRM THAT NONE OF THE ABOVE  ISSUES APPLY TO MY PROPOSAL</b>		

- **persone che possono attestare le competenze e attitudini del richiedente**
- **fino a tre, può essere chiunque, ma meglio non appartenente all'istituto ospitante**
- **importanti per la valutazione, soprattutto di ricercatori con meno anni di esperienza**
- **Referee attraverso EPSS**
- **avvisare con sufficiente anticipo**

## Criteri di valutazione

<b>CRITERIO</b>	<b>Soglia (su 5) (<i>threshold</i>)</b>	<b>Peso (<i>weighting</i>)</b>
<b>Qualità S/T</b>	<b>3</b>	<b>25%</b>
<b>Training</b>	<b>3</b>	<b>15%</b>
<b>Ricercatore</b>	<b>4</b>	<b>25%</b>
<b>Implementazione</b>	<b>N/A</b>	<b>15%</b>
<b>Impatto</b>	<b>3.5</b>	<b>20%</b>
		<b>100%</b>

**Non solo gli obiettivi, anche la metodologia**

**Non solo l'obiettivo scientifico, anche quello  
di formazione / di carriera**

**Stato dell'arte e referenze bibliografiche**

**Spiegare sigle o acronimi non comunemente  
conosciuti**

<http://ec.europa.eu/research/mariecurieactions>

The Marie Curie Actions provide research training, career development and mobility schemes allowing researchers to be truly mobile both internationally and between commercial and non-commercial sectors. There are opportunities for researchers at any career stage and of any nationality.



**GRAZIE PER  
L'ATTENZIONE !!!!**

**Contatti:**

**Katia Insogna: [insogna@apre.it](mailto:insogna@apre.it)**

**Tel: +39 06 48939993**