



Horizont 2020
Marie Skłodowska-
Curie Akciók
információs nap és
RISE workshop

22.nov.2017



NEMZETI KUTATÁSI, FEJLESZTÉSI ÉS INNOVÁCIÓS HIVATAL



"After all, science is essentially international, and it is only through lack of the historical sense that national qualities have been attributed to it."



Hogyan írjunk sikeres Marie Skłodowska-Curie RISE pályázatot?

Dr.Eng.Cristina Monsone – H2020 Independent expert



RISE

Research and Innovation Staff Exchange

All MSCA have a **bottom-up approach**, i.e. proposals in all domains of research and technological development are eligible for funding, except for areas of research covered by the EURATOM Treaty.



- What does it offer?
Exchange of staff member involved in research and innovation to develop sustainable collaborative projects and the transfer of knowledge.
- Who applies?
International network of research organisation from the academic sector and non-academic sector
- Who is funded?
 - Researchers, technical, administrative and managerial staff of any nationality and at all career levels

ELIGIBLE STAFF

Types of staff members:

- ❑ ESR (no PhD and < 4 years experience)
- ❑ ER (PhD or > 4 years experience)
- ❑ Managerial staff
- ❑ Administrative or Technical staff -In-built return mechanism
- ❑ 6 month at the sending institution prior to the first secondment



+ RISE : MAIN FEATURES

Aim to stimulate transfer of knowledge

- **Staff members seconded for 1-12 months**
- **Project maximum size: 540 person months**
- **Project maximum duration: 4 years**
- **8 evaluation panels**

Participation of non-academic sector encouraged!

All eligible proposals will be evaluated and ranked under one of the eight major areas of research (**scientific panels**): Chemistry (CHE); Economic Sciences (ECO), Information Science and Engineering (ENG); Environment and Geosciences (ENV); Life Sciences (LIF); Mathematics (MAT), Physics (PHY) and Social Sciences and Humanities (SOC).

+ The stages for preparing a proposal

- One-page proposal
 - Consortium construction
 - Communication tools
 - Budget
 - Writing
 - **Revision:** secondments, milestones list, deliverables
 - Quality Check and Submission
- 4 months before the deadline
 - 3.5/3 months before the deadline
 - 3.5/3 months before the deadline
 - 3 months before the deadline
 - 2 months before the deadline
 - 7 days before the deadline
 - 2 days before the deadline



ONE PAGE PROPOSAL

- Call ID

- **Goals of the project** : A RISE proposal should be based on a set of clear **research and innovation (R&I) objectives**. The action must be implemented through secondments of R&I staff ("exchanges") with a built-in return mechanism, maximising the impact of the action for **knowledge sharing and long-term collaboration**.

- Potential Partners

- Background / Impact:

 - Why are we doing this?

 - Is it worth it?

 - Is it an EU priority?

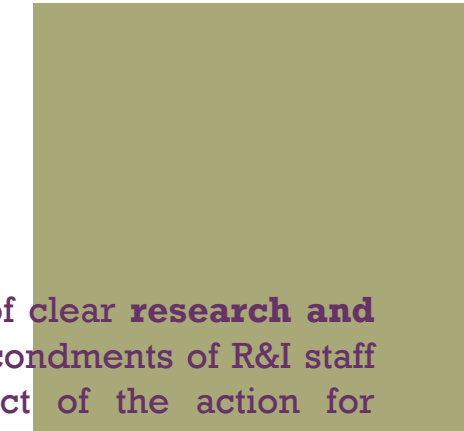
 - Why exactly now?

+

- Results: what will the project do? Who will be interested in the results?

- Structure of the Work-plan/Task

- Cost





Letter of Commitment

- **Each partner organisation established in a Third Country must include** in the proposal **an up-to-date letter of commitment, signed by its legal representative**, to demonstrate their real and active participation in the proposed partnership. These letters must be included in Section 7 of the part B, which does not count towards the page limit. There is no official template for the letters of commitment but it **must** include:
 1. an explicit reference to the proposal (call and acronym)
 2. commitment to implement the secondments planned in the proposal

- The experts will be instructed to disregard the contribution of any partner organisations for which no such evidence of commitment is submitted and the total budget of the proposal will be reduced accordingly.



Consortium and Operational capacity

- The operational capacity of the proposed beneficiaries is assessed at the proposal stage and also verified during the grant preparation phase for successful proposals. Operational capacity determines whether an applicant has the **basic operational resources and capacity to implement the action** (e.g. number of R&I staff compared to secondments planned (sending and hosting), adequate premises to implement the tasks mentioned in the proposal and hosting the staff members planned, etc.). This assessment is based on the information to be provided in the proposal section 5 (tables B4 and B5).
- Should the experts evaluating the proposal reach a consensus that one or more applicants lack sufficient operational capacity to carry out the tasks assigned to them, the experts will continue to evaluate the proposal as if the applicant(s) in question were not included, i.e. disregarding their activities and their estimated budget.

Ref. Ares(2016)14267 - 30/11/2016



The EU Framework Programme
for Research and Innovation

HORIZON 2020



H2020 Programme

Guide for Applicants

Marie Skłodowska-Curie Actions
Research and Innovation Staff Exchange (RISE)

Version 2.0 2017/1
1 December 2016

Disclaimer

This guide aims to facilitate potential applicants. It is provided for information purposes only and is not intended to replace consultation of any applicable legal sources. Neither the European Commission nor the Research Executive Agency (or any person acting on their behalf) can be held responsible for the use made of this guidance document. The guidance provided in the Annotated Model Grant Agreement shall prevail in case of discrepancies.



RISE TEMPLATE

■ PART A

■ PART B



PART A

- **Section 1:** General information (including abstract)
- **Section 2:** Information on participants
- **Section 3:** Budget and Secondments tables
- **Section 4:** Ethics table

+ SECONDMENTS

Annex 3

Table §A.3.1 List of secondments

(Greyed cells are automatically filled in by the Electronic Submission Service of the Commission)

Staff member ID	Staff member profile	Organisation short name	TC or MS/AC	Country	Academic (Y/N)	Seconded to (Organisation short name)	TC or MS/AC	Seconded To (Country)	Academic (Y/N)	Work package	Starting month	Duration in months
1	ER											
2	ESR											
3	TECH											
1	ER											
4	ESR											
5	MNG											
6	ER											
7	ER											
8	ADM											
9	TECH											

Possible staff member profiles (see [Definitions](#)):

ER = Experienced researcher
 ESR = Early stage researcher
 MNG = Managerial staff
 TECH= Technical staff
 ADM = Administrative staff

The same staff member is identified by the *same staff member ID*, an integer number¹

¹ The same staff member ID cannot be associated to different profiles, such as ER1 and ESR1

- Each secondment should be meaningful in scientific terms
- It has to be clear which tasks will be carried out where and when and why
- Don't make too many short secondments secondments – focus instead on longer ones (but less often)

Table §A.3.2 Summary of secondments per participating organisation (Beneficiaries + Partner Organisations)
(Greyed cells are automatically filled in by the Electronic Submission Service of the Commission)

Participant number	Organisation short name	Country	Academic (Y/N)	Number of secondments	Person-months	Estimated budget support (whole duration of the project)				Requested EU contribution [EUR]
						Researcher costs [EUR]	Research, training and networking costs [EUR]	Management and indirect costs [EUR]	Total [EUR]	
1										
2										
3										
...										
Total										

Table §A.3.3 Summary of secondments per Beneficiary
(Greyed cells are automatically filled in by the Electronic Submission Service of the Commission)

Beneficiary number	Organisation short name	Country	Academic (Y/N)	Number of secondments	Person-months	Estimated budget support (whole duration of the project)				Requested EU contribution [EUR]
						Researcher costs [EUR]	Research, training and networking costs [EUR]	Management and indirect costs [EUR]	Total [EUR]	
1										
2										
3										
...										
Total										

COST

- Unit costs per researcher per month of secondment

Marie Skłodowska-Curie Action	Staff member unit cost [per person-month of secondment] [EUR]	Institutional unit cost [per person-month of secondment]	
		Research, training and networking costs [EUR]	Management and indirect costs [EUR]
RISE	2,000	1,800	700

Travel accommodation and subsistence costs

Purchasing of consumables, laboratory costs, participation to conferences, workshops and networking activities, coordination and review meetings

Administrative and financial management, logistics, ethics, human resources, legal advice, documentation etc.



Part B

DOCUMENT 1 (MAX 31 PAGES)

START PAGE (1 page)

START PAGE COUNT (MAX 30 PAGES SECTIONS 1-3)

1. EXCELLENCE (*starting page 2*)
2. IMPACT
3. QUALITY AND EFFICIENCY OF THE IMPLEMENTATION

STOP PAGE COUNT (MAX 30 PAGES SECTIONS 1-3)

DOCUMENT 2 (NO OVERALL PAGE LIMIT APPLIED)

4. REFERENCES
5. CAPACITIES OF THE PARTICIPATING ORGANISATIONS
6. ETHICS ASPECTS
7. LETTERS OF COMMITMENT OF PARTNER ORGANISATIONS

END PAGE (1 page)



This action should be designed:

- to **exploit the complementary expertise of the participating organisations and to create synergies between them.**
- to create additional benefits for the participating organizations in terms of **cross-sectoral transfer of knowledge and to enhance skills and expertise of the staff seconded.**

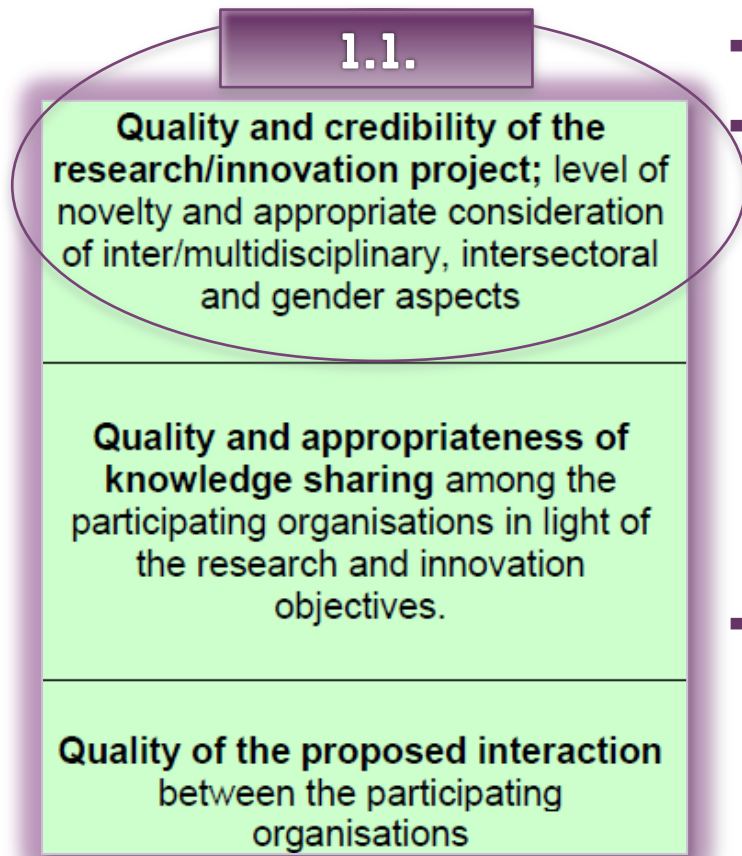
The content, quality, impact and added value of these activities should be detailed and justified in the proposal!!!



+ Evaluation

RISE - Marie Skłodowska-Curie Research and Innovation Staff Exchange		
Excellence	Impact	Quality and efficiency of the Implementation
Quality and credibility of the research/Innovation project; level of novelty and appropriate consideration of inter/multidisciplinary, intersectoral and gender aspects	Enhancing the potential and future career perspectives of the staff members	Coherence and effectiveness of the work plan, including appropriateness of the allocation of tasks and resources
Quality and appropriateness of knowledge sharing among the participating organisations in light of the research and innovation objectives.	Developing new and lasting research collaborations, achieving transfer of knowledge between participating organisations and contribution to improving research and innovation potential at the European and global levels	Appropriateness of the management structures and procedures, including quality management and risk management
Quality of the proposed interaction between the participating organisations	Quality of the proposed measures to exploit and disseminate the project results	Appropriateness of the institutional environment (hosting arrangements, infrastructure)
	Quality of the proposed measures to communicate the project activities to different target audiences	Competences, experience and complementarity of the participating organisations and their commitment to the project
50%	30%	20%
Weighting		
1	2	3
Priority in case of ex aequo		

+ 1. Excellence



- **Specific objectives** and the relevance of the research and **innovation** action to the scope of the call and in relation to the "state of art".

Example: Describe the " Aim " of the project and the specific objectives: S.O. 1, S.O.2, etc.

State of the art: take care to the " time " of publications

- **Credibility/feasibility**
- **Methodological approach** highlighting the types of research and innovation activities proposed and their originality.

Focus on novelty and " HOW TO WORK "

Table B1: Work Package (WP) List²⁴

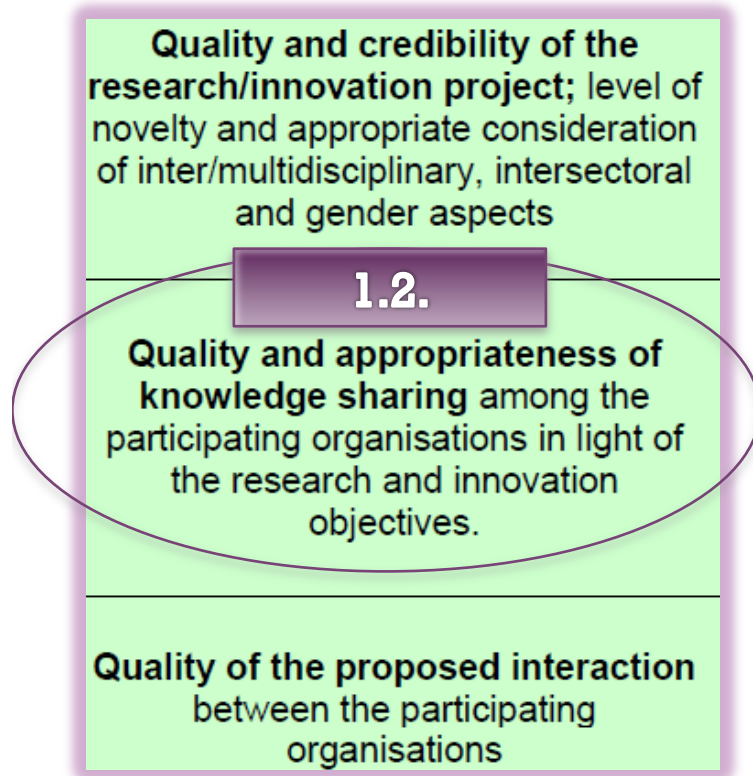
Work Package No	Work Package Title	Activity Type (e.g. Research, Training, Management, Communication, Dissemination...)	Number of person-months involved	Start Month	End month

- **Inter/multidisciplinary types of knowledge involved, if applicable.**

Explain not only list!

Gender aspects (in the research content, at the level of secondments and that of decision-making within the action).

+ 1. Excellence



- *Approach and methodology used for knowledge sharing (secondments, workshops/trainings/conferences, etc.):*

*List and **explain** the role of each partners in terms of knowledge experience/added value to the aim of the **project in light of innovation and proposed deliveries/activities***

EX:

- P1: The team XY applied since...this method with these measurements . The team was involved in previous EU project like...Considering the S.O.1...

+ 1. Excellence

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

Quality and appropriateness of knowledge sharing among the participating organisations in light of the research and innovation objectives.

1.3.

Quality of the proposed interaction between the participating organisations

- *Contribution of each participating organisation in the activities planned, including the participating organisations' interactions in terms of content and expertise provided to reach the action's objectives.*

Are balanced? Clearly articulated?

Don't forget the connection between Partners and WPs!!!

- *Justification of the main networking activities.*

Description and not only a generic list in relation to the WPs. Refers to target audience!

+ 2. Impact

2.1.

Enhancing the potential and future career perspectives of the staff members

- *The action contribution to realising the potential of individuals and to providing new skills and career perspectives.*

Developing new and lasting research collaborations, achieving transfer of knowledge between participating organisations and contribution to improving research and innovation potential at the European and global levels

**What are the opportunities for ER/ESR:
New skills, new tools, enhancement of scientific research capability?
Career development?**

Quality of the proposed measures to exploit and **disseminate** the project results

The proposal presents multidisciplinary and cross sectoral aspects of the project highlighting development of new skills and knowledge?

Quality of the proposed measures to **communicate** the project activities to different target audiences

+ Impact

Enhancing the potential and future career perspectives of the staff members

2.2.

Developing new and lasting research collaborations, achieving transfer of knowledge between participating organisations and contribution to improving research and innovation potential at the European and global levels

Quality of the proposed measures to exploit and disseminate the project results

Quality of the proposed measures to communicate the project activities to different target audiences

- *Development of new and lasting research collaborations resulting from the inter-sectoral and/or international secondments and the networking activities implemented.*

Existing links?

Development of international joint project?

Agreement with industries?

- *Self-sustainability of the partnership after the end of the action.*

Joint project, private investment: explain/details!!!

- *Contribution of the action to the improvement of the research and innovation potential within Europe and/or worldwide.*

I.E. Explain the scientific, social, economic and policy impact!

+ Impact

Enhancing the potential and future career perspectives of the staff members

Developing new and lasting research collaborations, achieving transfer of knowledge between participating organisations and contribution to improving innovation potential at the European and global levels

2.3.

Quality of the proposed measures to exploit and disseminate the project results

Quality of the proposed measures to communicate the project activities to different target audiences

- *Dissemination strategy about the results (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 the potential impact of the action.*

International journals /Conferences

- *When results are available, to enable use and uptake of results.*
- *Expected impact of the proposed measures.*
- *Intellectual property rights aspects (if applicable) and exploitation of results.*

IPR management within the Consortium Agreement.

+ 2. Impact

Enhancing the potential and future career perspectives of the staff members

Developing new and lasting research collaborations, achieving transfer of knowledge between participating organisations and contribution to improving research and innovation potential at the European and global levels

Quality of the proposed measures to exploit and disseminate the project results

2.4.

Quality of the proposed measures to communicate the project activities to different target audiences

- *Communication strategy about the action and results, outreach plan and the activities envisaged to engage the public.*
- *Targeted at multiple audiences, beyond the action's own community (including the media and the public).*
- *From the beginning of the action, to inform and reach out to society, show the benefits of research.*
- *Expected impact of the proposed measures.*



3. IMPLEMENTATION

3.1.

Coherence and effectiveness of the work plan, including appropriateness of the allocation of tasks and resources

Appropriateness of the management structures and procedures, including quality management and risk management

Appropriateness of the institutional environment (hosting arrangements, infrastructure)

Competences, experience and complementarity of the participating organisations and their commitment to the project

- *Consistency and adequacy of the work plan and the activities proposed to reach the action objectives.*

Detailed explanation of the goals of each WP, deliverables and milestones.

Focus on ESR role!

Attention to the Training and mobility of researchers activities considered for each WP.

- *Credibility and feasibility of the action through the activities proposed.*

Coherent Gantt Chart!



Table B2: Work Package Description

Work Package Number							Start Month – End Month
Work Package Title	(e.g. Research, Training, transfer of knowledge Management, Communication, Dissemination, etc.)						
Lead Beneficiary²⁵							
Participating organisation Short Name							
Person-months per Participating organisation:							
Objectives							
Description of Work and Role of Specific Beneficiaries / Partner Organisations (possibly broken down into tasks), indicating lead beneficiary and role of other participating organisations as well the number of secondments allocated for each task. The table below can be used.							
Task name	Researcher quality (ER/ESR/MNG/ADM/TECH)	Participating organisation short Name	Person-months allocated	Starting month			
Description of Deliverables (brief description and month of delivery)							

The participating organisation short name and person-months allocated to each participating organisation should be coherent with the tables in Part A of the proposal.



Table B3.a: Deliverables List

A deliverable is a distinct output of the action, meaningful in terms of the action's overall objectives and constituted by a report, a document, a technical diagram, a software, training, conference, etc. The number of deliverables in a given Work Package must be reasonable and commensurate with the Work Package content and the associated secondments.

The additional deliverables below should be divided into scientific deliverables and management, training exploitation, dissemination and communication deliverables.

Scientific deliverables have technical/scientific content specific to the action.

Avoid duplication of reports and keep in mind that the grant agreement will impose yearly reporting on the consortium!

Technical report on....

Workshop, conferences..

<i>Scientific Deliverables</i>						
Deliverable Number ²⁸	Deliverable Title	WP No.	Lead Beneficiary Short Name ²⁷	Type ²⁸	Dissemination Level ²⁹	Due Date ³⁰
<i>Management, Training, and Dissemination Deliverables</i>						
Deliverable Number	Deliverable Title	WP No.	Lead Beneficiary Short Name ³¹	Type	Dissemination Level	Due Date



Table B3.b: Milestones List

Milestones are control points in the action that help to chart progress. Milestones may correspond to the completion of a key achievement, allowing the next phase of the work to begin. They may also be needed at intermediary points so that, if problems have arisen, corrective measures can be taken. A milestone may be a critical decision point in the action where, for example, the consortium must decide which of several technologies to adopt for further development.

Table B1: Work Package (WP) List²⁴

Work Package No	Work Package Title	Activity Type (e.g. Research, Training, Management, Communication, Dissemination...)	Number of person-months involved	Start Month	End month

+ 3. IMPLEMENTATION

Coherence and effectiveness of the work plan, including appropriateness of the allocation of tasks and resources

3.2.

Appropriateness of the management structures and procedures, including quality management and risk management

Appropriateness of the institutional environment (hosting arrangements, infrastructure)

Competences, experience and complementarity of the participating organisations and their commitment to the project

- *Action organisation and management structure, including the financial management strategy, as well as the progress monitoring mechanisms put in place.*
- *Risks that might endanger reaching the action's objectives and the contingency plans to be put in place should risk occur.*

Table B3.c: Risk List

Risk No	Description of Risk	WP Number	Proposed mitigation measures
R1	e.g. delay in planned secondments	WP1	

+ 3. IMPLEMENTATION

Coherence and effectiveness of the work plan, including appropriateness of the allocation of tasks and resources

Appropriateness of the management structures and procedures, including quality management and risk management

3.3.

Appropriateness of the institutional environment (hosting arrangements, infrastructure)

Competences, experience and complementarity of the participating organisations and their commitment to the project

- *Availability of the expertise and human resources, to carry out the proposed research action.*
- *Description of the necessary infrastructures and any major items of technical equipment (if required) relevant to the proposed action.*

Describe the necessary expertise and infrastructure to complete the knowledge exchange programmes for each partner!!!!

In many cases the hosting arrangements for secondees, e.g. office space, access to learning resources etc., are not sufficiently considered!!!!

+ 3. IMPLEMENTATION

Coherence and effectiveness of the work plan, including appropriateness of the allocation of tasks and resources

Appropriateness of the management structures and procedures, including quality management and risk management

Appropriateness of the institutional environment (hosting arrangements, infrastructure)

3.3.

Competences, experience and complementarity of the participating organisations and their commitment to the project

- *Adequacy of the partnership to carry out the action explaining how participating organisations' synergies and complementarities will be exploited.*

Describe - NOT LIST - the complementary expertise and experience in relation to the research activities !!!



4. REFERENCE

5. PARTICIPATING ORGANISATION



Table B5: Organisations (beneficiaries and partners) data

Beneficiary (Organisations in EU MS/AC) Legal Name	
General Description	
Role and Profile of key people	Include names, qualifications of the person(s) supervising the action.
Key Research Facilities, Infrastructure and Equipment	Demonstrate that the team has sufficient resources to offer a suitable environment to seconded staff and to significantly contribute to the research/innovation activities proposed.
Independent research premises?	Please explain the status of the beneficiary facilities – i.e. are they owned by the beneficiary or rented by it? Are its research premises wholly independent from other beneficiaries and/or organisations in the consortium?
Previous Involvement in Research and innovation actions	Describe relevant research/ innovation actions the organisation took part
Current involvement in Research and Innovation	Describe relevant research/ innovation actions the organisation is currently participating

actions	
Publications and/or research/innovation products	Max 5

Partner Organisations in TC Legal Name	
General Description	
Role and Profile of key people	As above
Key Research Facilities, Infrastructure and Equipment	As above
Do you have independent research premises?	As above
Previous Involvement in Research and innovation actions	As above
Current involvement in Research and Innovation actions	As above
Relevant publications and/or research/innovation products	Max 3

+ 6. Ethics Issues

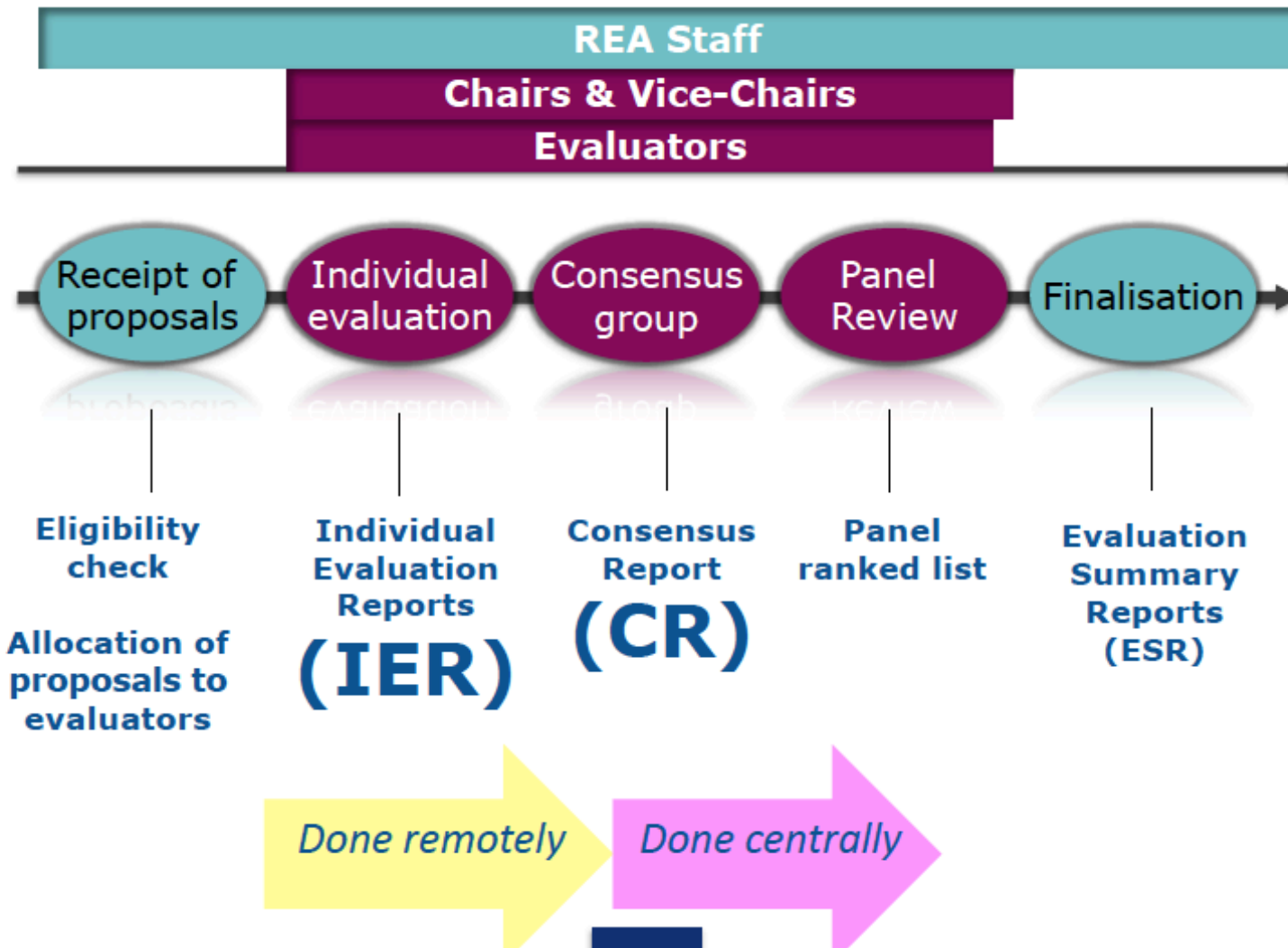
All research activities in Horizon 2020 should respect fundamental ethics principles, including those reflected in the Charter of Fundamental Rights of the European Union. These principles include the need to ensure the freedom of research and the need to protect the physical and moral integrity of individuals and the welfare of animals.

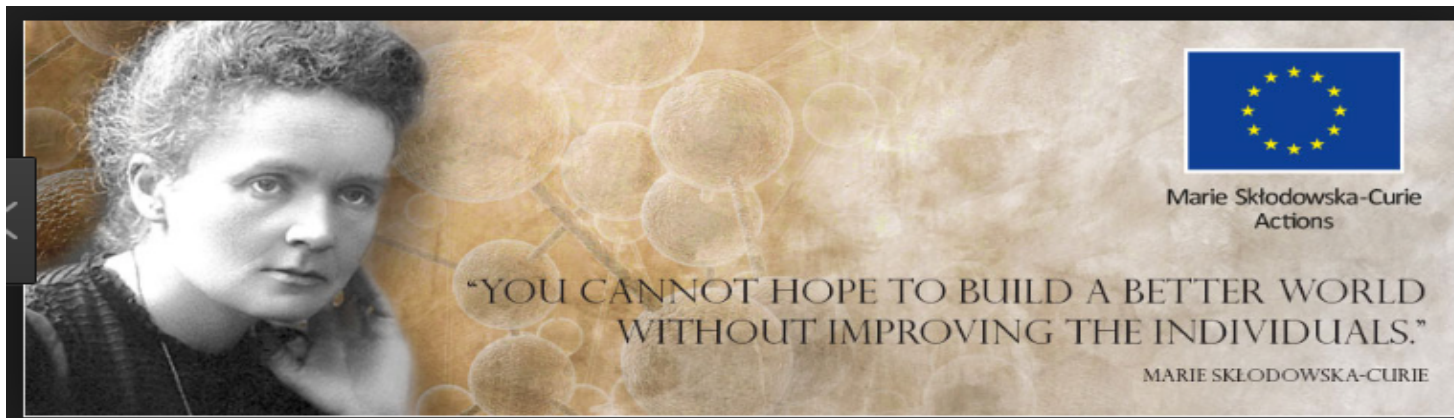
Research ethics is of crucial importance for all scientific domains. Informed consent and confidentiality are as important for a sociological study as they are for clinical research.

All proposals considered for funding will be submitted to an Ethics Review. The Ethics Review is the core of the [H2020 Ethics Appraisal](#) scheme, which concerns all proposals and actions, and also includes the Ethics Checks and Ethics Audit that can be initiated during the action implementation.

When preparing a proposal, **it is required to conduct an Ethics Self-assessment** starting with the completion of an Ethics Issues Table (Part A). In this context, please be aware that it is the applicants' responsibility to identify any potential ethics issues, to handle the ethics aspects of their proposal, and to detail how they plan to address them.

+ Evaluation





THANKS!!!
KÖSZÖNÖM😊