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**Information by the Research Support Centre
of 16 January 2024**



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on: submitting project funding proposals under the Marie Skłodowska-Curie Staff Exchange (SE) call.

This is to inform you that the European Commission has announced the **Marie Skłodowska-Curie Staff Exchange** call (call identifier: HORIZON-MSCA-2023-SE-01-01) under the **Horizon Europe** programme.

The aim of the MSCA Staff Exchange (SE) programme is to **enable international and cross-sectoral exchanges of staff** from institutions within a consortium involved in research and innovation activities.

The MSCA SE grants aim to build or develop cooperation primarily between EU member and Horizon Europe-associated countries and third countries (so-called non-associated third countries/other third countries), as well as to support cooperation and exchange of experiences between institutions in the academic and non-academic sector. Interdisciplinary projects and collaborations at the interface of different scientific disciplines are also welcome.

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The call for proposals is open until 28 February 2024, 5 p.m. (UTC+1).

Terms and conditions of the application procedure are available on the websites of:

- EC: <https://marie-sklodowska-curie-actions.ec.europa.eu/calls/msca-staff-exchanges-2023>
- RSC: <https://cwn.uj.edu.pl/> "Open calls" „KE open calls”

Detailed information on the call can be found in the following documents:

- [Horizon Europe Work Programme 2023-2024](#)
- [Guide for Applicants](#)

When preparing the proposal, it should be taken into account that the research and implementation of the entire project must fit in with EU activities and policies. It is recommended that you read the document: [Horizon Europe \(HORIZON\) Programme Guide](#).

Information on drawing up proposals:

- The funding proposal is submitted by the institution coordinating the consortium, which may include: universities, research institutions, companies (including small and medium-sized enterprises) and other non-academic organisations active in research.
- The consortium must fulfil the following conditions:
 - the consortium must consist of at least three institutions from **three** different countries. At least **two** of them must be located in EU member states or in countries associated to the Horizon Europe;
 - any further consortium partner institution may be located in any country of the world;
 - if all consortium partner institutions represent the same economic sector (exclusively academic or exclusively non-academic), at least one of them must be located in a third country not associated with the Horizon Europe programme.

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Requirements for team members and secondments

- Institutions delegating a team of staff to carry out a project shall select its members themselves.
- Secondments are open to researchers at any stage of their career and to other staff (management, administration, technical staff) directly supporting the research work planned in the project for at least 1 month prior to the first secondment. At the end of the secondment, each employee should return to their employer.
- Secondments must be full-time.
- Duration of 1 secondment: min. 1 month - max. 12 months (in total for the person concerned, irrespective of the number of institutions visited during that time).
- The duration of the secondment of a given staff member may be split into shorter periods (so-called split stays) and different consortium partner institutions.
- The maximum number of secondments eligible for funding is 360 person/month, 48 months.
- Secondments to the same sector in Europe must be interdisciplinary - up to a total of 1/3 of the allocated person-months.

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Form of submitting proposals:

- Proposals may be submitted electronically via the Funding & Tender Portal: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/home>
- Applicants in the call are required to name in the *Funding & Tender Portal* a call assistant at the RSC as contact for JU.

JU internal regulations:

When applying for an MSCA-SE grant at the Jagiellonian University (the supervisor is a researcher employed at Jagiellonian University), please follow the rules below.

Pursuant to Ordinance No 129 by JU Rector of 10 November 2022 on: *The procedure for drawing up and implementing projects funded from external sources at Jagiellonian University and hiring and rewarding personnel of the project* (do not apply to JUMC) persons interested in entering the call are asked to deliver to the call assistant at the RSC:

- **by 20 February 2024** (up to 8 days before the call closing date):
 - **a draft version of the proposal** - an electronic version sent as a PDF file, having completed at least the administrative part of the proposal,
 - The Research Project Entry Form and the VAT eligibility form filled out in the electronic system JU Project Zone at: <https://strefaprojektow.uj.edu.pl/>
- **by 28 February 2024** (following the submission of the proposal in the Funding and Tender portal system) a final version of the proposal - an electronic version of the proposal in the form of a pdf file.

With queries regarding drawing up and submitting the proposal please contact the call assistants at the RSC, Ms Agnieszka Kamińska-Janus, phone No.: 12 663 30 01, agnieszka.kaminska-janus@uj.edu.pl

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