

**Marie Sklodowska-Curie Actions (MSCA)**

**European Postdoctoral Fellowships**

**HSS Expression of Interest Pro-forma**

**General information**

The Faculty of Humanities and Social Sciences at the University of Liverpool is inviting Expressions of Interest (EoI) from excellent candidates who wish to apply to the [2024 Marie Sklodowska-Curie Actions (MSCA) Postdoctoral Fellowships](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/topic-details/horizon-msca-2024-pf-01-01?openForSubmission=false&closed=false&programmePeriod=2021%20-%202027&frameworkProgramme=43108390&programmePart=43108473) call.

**This Pro-forma is for the European MSCA Postdoctoral Fellowship** – if you are applying to the Global MSCA Postdoctoral Fellowship please use the other template available.

Please note that you should only follow the process below if you wish to apply for this scheme with Departments based in the Faculty of Humanities and Social Sciences (HSS) at the University of Liverpool. [A full list of our HSS Departments, and the Schools they sit in, is available here](https://www.liverpool.ac.uk/humanities-and-social-sciences/research/schools-departments-research/) – if you wish to apply with a Department based in one of our other Faculties please get in touch with them for details about any process they may have.

Expressions of Interest will be considered by an HSS Faculty Selection Panel, chaired by the HSS Faculty APVC for Research & Impact and which includes colleagues who have MSCA expertise and experience. The Panel will decide which EoIs should move forward for submission to the coming round. Decisions will be based on the potential of the project and calibre of the applicant, following the MSCA Postdoctoral Fellowship evaluation criteria. Candidates and their supervisors will be informed of the outcome of the shortlisting process by Friday 31st May 2024.

**Evaluation criteria**

EoIs will be assessed following the MSCA Postdoctoral Fellowship evaluation criteria. Proposals will be evaluated on the basis of the award criteria 'excellence', 'impact' and 'quality and efficiency of the implementation, as follows:

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| **Excellence****(50% weighting)** | **Impact****(30% weighting)** | **Quality and efficiency of the implementation****(20% weighting)** |
| Quality and pertinence of theproject’s research and innovation objectives (and the extent to which they are ambitious, and go beyond the state of the art) | Credibility of the measures to enhance the career perspectives and employability of the researcher and contribution to his/her skills development | Quality and effectiveness of the work plan, assessment of risks and appropriateness of the effort assigned to work packages |
| Soundness of the proposed methodology (including interdisciplinary approaches, consideration of the gender dimension and other diversity aspects if relevant for the research project, and the quality of open science practices) | Suitability and quality of the measures to maximise expected outcomes and impacts, as set out in the dissemination and exploitation plan, including communication activities | Quality and capacity of the host institutions and participating organisations, including hosting arrangements |
| Quality of the supervision, training and of the two-way transfer of knowledge between the researcher and the host | The magnitude and importance of the project’s contribution to the expected scientific, societal and economic impacts |  |
| Quality and appropriateness of the researcher’s professional experience, competences and skills |  |  |

**How to complete and submit an EoI to the HSS Faculty**

To submit your expression of interest for consideration by the HSS Faculty please **send this completed EoI Pro-forma to the HSS Faculty Office by emailing** **hssrke@liverpool.ac.uk** **by Tuesday 7th May 2024.**

This EoI Pro-forma reflects key sections of Parts B1 and the CV on Part B2 of the MSCA Postdoctoral Fellowship application form, and has been put together so that we can best assess both the proposed research project and suitability of the candidate, and ensure that all eligibility criteria for the call are met.

When completing the form below, please ensure you follow the latest guidance available for this scheme. Please note that documentation for the 2024 call will be available once the call opens on 23rd April 2024 – in the meantime, guidance from previous years can be used as a guide. Information is available on several webpages. The following links are a good place to start:

* [Postdoctoral Fellowships Guide for Applicants for 2023](https://rea.ec.europa.eu/document/download/a5451322-a147-44ad-89f5-84098ecb731a_en?filename=Guide%20for%20applicants_MSCA%20PF%202023%20rev%202.1%20.pdf)
* [EU Funding & Tenders Portal](https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/opportunities/topic-details/horizon-msca-2024-pf-01-01?openForSubmission=false&closed=false&programmePeriod=2021%20-%202027&frameworkProgramme=43108390&programmePart=43108473) – this is where the call for proposal for the MSCA Postdoctoral Fellowships 2024 is posted (to be updated with the 2024 scheme documentation once the call opens)
* [MSCA Postdoctoral Fellowships](https://marie-sklodowska-curie-actions.ec.europa.eu/actions/postdoctoral-fellowships) – general information page on the MSCA website summarising the main rules and requirements for this scheme
* [Horizon Europe MSCA](https://rea.ec.europa.eu/funding-and-grants/horizon-europe-marie-sklodowska-curie-actions/horizon-europe-msca-how-apply_en#ecl-inpage-293) - How to apply – this contains detailed information and useful links about the Postdoctoral Fellowships call 2023 (most of this information will remain relevant for the 2024 call)

**EoI Pro-Forma to complete**

Please refer to the latest guidance available for the MSCA Postdoctoral Fellowship scheme to complete the form below. As the 2024 scheme is only due to open on 23rd April 2024, applicants are advised to use the [2023 Guide for Applicants](https://rea.ec.europa.eu/document/download/a5451322-a147-44ad-89f5-84098ecb731a_en?filename=Guide%20for%20applicants_MSCA%20PF%202023%20rev%202.1%20.pdf) until the 2024 guidance is available (no major changes to the guidance are expected for the 2024 call).

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| **GENERAL INFORMATION** |
| **Name of the Fellow**  |
| **Email address**  |
| **Name of supervisor at the University of Liverpool**   **Has your supervisor confirmed they will be happy to supervise you?     ☐ Yes     ☐ No**  Additional comments (optional)**:**   |
| **Department you wish to apply with at the University of Liverpool***Please specify***Is the Head of Department aware of your application?***The Head of Department (sometimes known as Subject Head) of the Department you are applying with should be aware you are intending to develop an application for this scheme with their Department as the host. Your supervisor can help you liaise with their Head of Department and/or do this on your behalf.* **☐ Yes     ☐ No**Additional comments (optional):   |
| **Type of Fellowship applied for***This Pro-forma should be used to express an interest in applying to the MSCA European Postdoctoral Fellowship. A different template is available if you wish to apply to the MSCA Global Postdoctoral Fellowship scheme.*☐​ I confirm I wish to apply to the MSCA European Postdoctoral Fellowship |
| **Proposal duration***Please indicate the duration of your proposed project. The standard duration of the European Fellowships must be between 12 and 24 months. An optional non-academic placement period of up to 6 months in duration can be added at the end of the Fellowship.* |
| **Secondments***Proposals may include an optional secondment, provided it is in line with the project objectives and adds significant value/impact to the fellowship. The secondment can last up to 1/3 of the project duration and take place at any time during the project. It can take place at an organisation from any sector and in any country worldwide. If applicable, please provide the details below.***Duration of the secondment (specify if it is divided into several shorter periods):** **Name of the organisation:** **Country the organisation is based in:** **Key contact at that organisation:** **Have you contacted them to discuss your secondment? ☐ Yes     ☐ No****Have they already confirmed they would be happy to host your secondment? ☐ Yes     ☐ No     ☐ In discussion**Additional comments (optional):   |
| **Non-academic Placement***Proposals may include an optional non-academic placement period, provided it is in line with the project objectives and adds significant value/impact to the fellowship. A non-academic placement may take place at the end of the fellowship for an additional period of up to 6 months in an organisation from the non-academic sector established in an EU Member State or Horizon Europe Associated Country. If applicable, please provide the details below.***Name of the organisation:** **Country the organisation is based in:** **Key contact at that organisation:** **Have you contacted them to discuss your placement? ☐ Yes     ☐ No****Have they already confirmed they would be happy to host your placement? ☐ Yes     ☐ No     ☐ In discussion**Additional comments (optional):   |

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| **CANDIDATE ELIGIBILITY REQUIREMENTS** |
| **\*\*Please note\*\****There are strict eligibility criteria for this scheme and it is crucial that each criterion is met by the prospective candidate. Please carefully read the MSCA Postdoctoral Fellowship ‘Guidance for Applicants’ and check that you meet ALL eligibility criteria. Use the sections below to provide details about how you meet each criterion and confirm you are eligible.**It is the responsibility of the candidate to ensure they meet all eligibility criteria. Expressions of Interest from candidates who do not meet these criteria will not be considered.*☐​ I confirm that, to the best of my knowledge, I meet all the individual eligibility criteria for the MSCA European Postdoctoral Fellowship, as detailed belowAdditional comments (optional): |
| **Doctoral degree (e.g. PhD) award date***The candidate must be in possession of a doctoral degree (e.g. PhD) or have successfully defended their doctoral thesis (viva) before the MSCA submission deadline (11th September 2024). The successful defence must be unconditional (no further requirements/corrections that need to be addressed) and take place before the MSCA submission deadline. Please provide details accordingly.***PhD award date:** **If PhD has not yet formally been awarded, provide the date of your successful PhD defence (viva):**  |
| **Research experience (full-time equivalent)***Candidates can have a maximum of 8 years experience in research from the date of the award of their (first) doctoral degree. This limit can be extended for the following reasons:** *Maternity leave (18 months, i.e. 548 days, per child born after the PhD award date, or the exact duration of the maternity leave, whichever is the 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)*
* *Research in a non-associated Third Country (only for nationals or long-term residents of an EU Member State or Associated Country wishing to reintegrate in Europe)*

*To help applicants calculate the possible deductions of their 8-years research experience, the European Research Executive Agency has published the following*[***Guidelines document***](https://rea.ec.europa.eu/system/files/2023-04/Guidelines_8%20year%20rule_2023.pdf)*and*[***self-assessment tool***](https://rea.ec.europa.eu/document/download/f6ea42a3-6558-4e2b-8494-bf21e75f7004_en?filename=EXT_eligibility_support%20tool%20for%208%20years_2023_final.xlsx)*.**Please indicate the number of years of research experience you have (full-time equivalent). Indicate any extension which might apply (please provide details).* |
| **Nationality** *Please specify your nationality (candidates of any nationality are eligible to apply to this scheme)* |
| **Mobility***The candidate cannot have resided or carried out their main activity (work, studies, etc.) in the country of the host institution (i.e. the UK when applying with the University of Liverpool), for more than 12 months in the 36 months immediately before the call deadline (11th September 2024).*☐​ **I confirm that I meet the mobility eligibility criterion outlined above.****Please provide further details about your mobility in the last 36 months:**  |
| **Resubmission***As a general rule, proposals involving the same individual researcher and hosting organisation (and for the Global Postdoctoral Fellowships also the associated partner hosting the outgoing phase) which were officially submitted to 2023 MSCA Postdoctoral Fellowships call and which received a score of less than 80%, are not eligible to be resubmitted to the 2024 round (please consult the MSCA Postdoctoral Fellowship ‘Guidance for Applicants’ for full details).**If you have previously submitted a proposal to the MSCA Postdoctoral Fellowships scheme, please provide the following information:***Title of the proposal previously submitted:** **Date it was submitted to MSCA:** **Overall score (in %):** **Name of hosting institution:** **Name of the associated partner hosting the outgoing phase (only applicable if it was for a Global Postdoctoral Fellowship):**  |

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| **YOUR PROPOSAL** |
| **Working title** |
| **Abstract (max 150 words)***The abstract should provide a non-specialist reader with a clear understanding of what the research proposal is about, its objectives and how they will be achieved. It should be short, concise and written in an accessible manner.* |
| **Your proposed project *(1000 words max)****Outline your proposed research project, describing how it goes beyond the state-of-the-art and the extent to which the proposed work is ambitious. Be clear how and why the proposed work is important and exciting, and ensure this is understandable to non-specialists in your discipline. Be clear and avoid jargon where possible (if needed, ensure you explain any country/research-specific jargon and terms) – your proposal has to be accessible to a generalist panel who will not be familiar with your field. We encourage the use of appropriate headings (for instance Aims and Objectives, Methodology, Milestones and Deliverables, Impact and Dissemination plan, Training and Career Development etc.) to help structure your proposal.* *Your proposal should address the following:** *Describe your research aims and objectives*
* *Describe your proposed methodology and explain how this will enable you to deliver your project’s objectives*
* *Include a clear work plan, including deliverables and milestones, demonstrating the feasibility of the project. If applicable, you can include a series of work packages that align with your research aims and objectives.*
* *Indicate any mechanisms you might have to put in place to assess and mitigate risks (of research and/or administrative nature)*
* *Impact –**Explain how the project will make a difference in terms of impact within academia and the wider society, beyond the immediate scope and duration of the project. The impacts of your project may be scientific, economic, technological, societal, cultural, policy-relevant etc. Be as specific as possible, explaining who might benefit from this research and how they might benefit from it.*
* *Include a plan for the dissemination and exploitation of your research, including communication activities. Describe the planned measures to maximise the impact of your project and the target group(s) addressed (e.g. scientific community, end users, financial actors, public at large etc.).*
* *Discuss the quality and appropriateness of the researcher’s existing professional experience and skills in relation to the proposed research project – why are you the right candidate to lead this project?*
* *Training and Career Development – This is a key part of the proposal and should be fully addressed. Describe any planned training activities for yourself (e.g. scientific aspects, management/organisation, horizontal and key transferrable skills...). Describe any specific measures to enhance your career perspectives and employability inside and/or outside academia and the expected contribution to your skills development.*
* *Describe any secondments and/or placements (optional) – if applicable, please include further information about any secondments and/or placement in your research proposal, providing details of what they will entail and explaining how they add value to the project and to the career development of the candidate. Requests for secondments/placement must be an integral part of the proposal.*
 |
| **Fit with the supervisor and host institution *(200 words max)****Outline the reasons and rationale for choosing the University of Liverpool as the host institution, as well as your chosen supervisor. This should include details of research being conducted in the host department and beyond which is relevant to your own proposed project, including fit/alignment with other departments, the HSS Faculty (e.g. fit with the* [*HSS Faculty Research Themes*](https://www.liverpool.ac.uk/humanities-and-social-sciences/research/research-themes/)*) and the University of Liverpool more broadly (e.g. fit with the* [*University Institutional Research Themes*](https://www.liverpool.ac.uk/research/research-themes/)*).*  |

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| **CURRICULUM VITAE OF THE RESEARCHER (CV)** |
| *Please provide your CV – it should include the standard academic and research record and should be 2 pages max. To help with formatting you can copy and paste it below this table or send it as an attachment when you submit this form to* *hssrke@liverpool.ac.uk**.**Guidance for the CV:**At a minimum, the CV should contain:* *a) The name of the researcher**b) Professional experience (most recent first, with exact dates in format dd/mm/yyyy)**c) Education, including PhD award date (most recent first, with exact dates in format: dd/mm/yyyy)**The CV should include information on:* *• Publications in peer-reviewed scientific journals, peer-reviewed conference proceedings, and/or monographs (they are expected to be open access either published or through repositories) and other outputs such as data, software, algorithms significant for your research path (they are expected to be open access in appropriate repositories to the extent possible; they should be accompanied by a very short qualitative assessment of their scientific significance and not by the Journal Impact Factor)**• Invited presentations to internationally established conferences and/or international advanced schools**• Organisation of international conferences, including membership in the steering and/or programme committee**• Research expeditions led by the researcher**• Granted patent(s)**• Examples of participation in industrial innovation**• Prizes and Awards**• Funding received so far**• Supervising and mentoring activities**• Other items of interest* |

**[Insert 2-page CV here]**