

# Marie Skłodowska-Curie Actions – RISE Implementation

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# UKRO National Contact Points

- Advice on the **European Research Council** and the **Marie Skłodowska-Curie Actions**
- Websites
  - [www.ukro.ac.uk/erc](http://www.ukro.ac.uk/erc)
  - [www.ukro.ac.uk/mariecurie](http://www.ukro.ac.uk/mariecurie)
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Department for  
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# Marie Skłodowska-Curie Actions (MSCA)

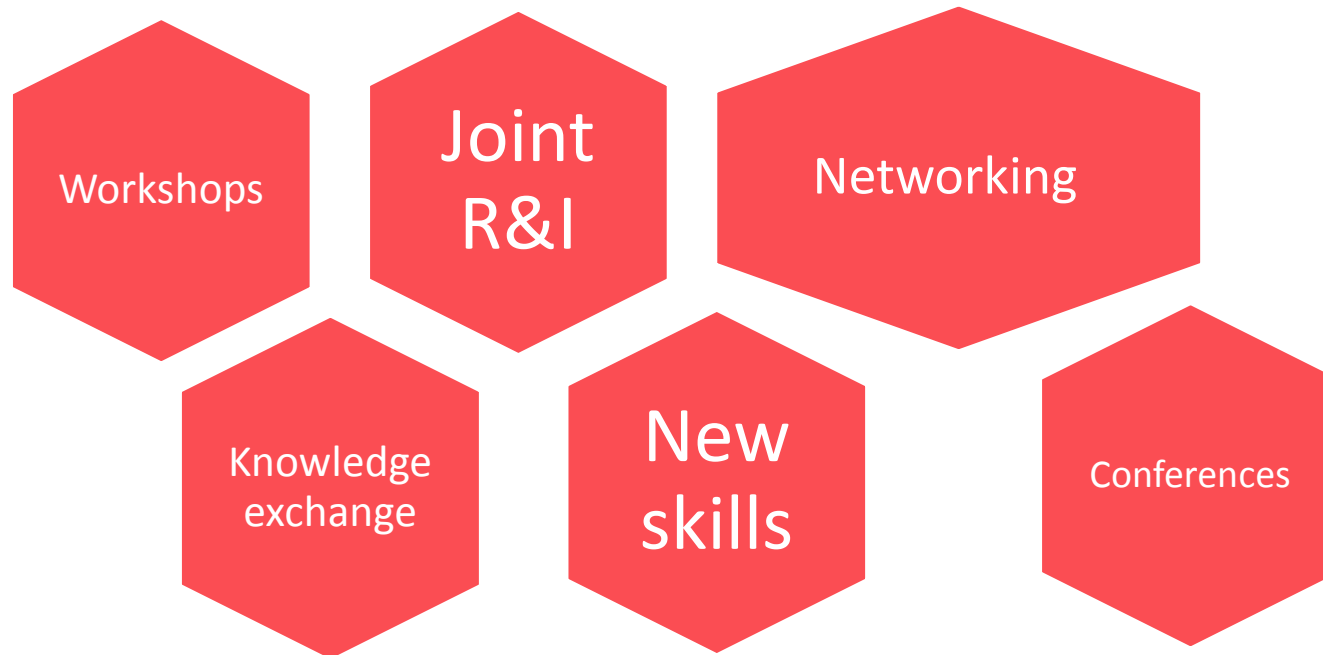
Policy background, schemes overview and basic  
participation rules

# Research and Innovation Staff Exchange (RISE)

- “Aim to promote **international and inter-sector collaboration** through research and innovation **staff exchanges**, and sharing of knowledge and ideas from research to market (and vice-versa) for the advancement of science and development of innovation”
- Should involve institutions from the **academic and non-academic** sectors (particularly SMEs) based in **MS/AC and/or third countries**
- Development of partnerships in the form of **joint research** and innovation activities between the participants
- **Knowledge sharing** via international and/or inter-sector **mobility** through two way **secondments of staff** with built-in return mechanism – *no recruitment of new staff!*
  - Exchanges between MS/AC only: secondments must be inter-sectoral
  - Exchanges between MS/AC and third countries: secondments can be same sector and/or intersectoral

# Research and Innovation Staff Exchange

- Participants must be from at least three different countries, at least two of which are MS/AC
- If all participants are in the same sector, one participant country must be a third country
- Secondment period – 1-12 months (does not need to be continuous)
- Projects up to 4 years and max 540 exchange visit months
- Typical activities in RISE:



## Beneficiaries (Participants level 1)

- Signatory to the Grant Agreement
- Responsible for the execution of the project
- **Are established in MS/AC**

## Partner organisations (Participants level 2)

- Do not sign the Grant Agreement
- Must include a **letter of commitment** in the proposal
- Are established in a Third Country (TC)

# Eligible staff for RISE secondments

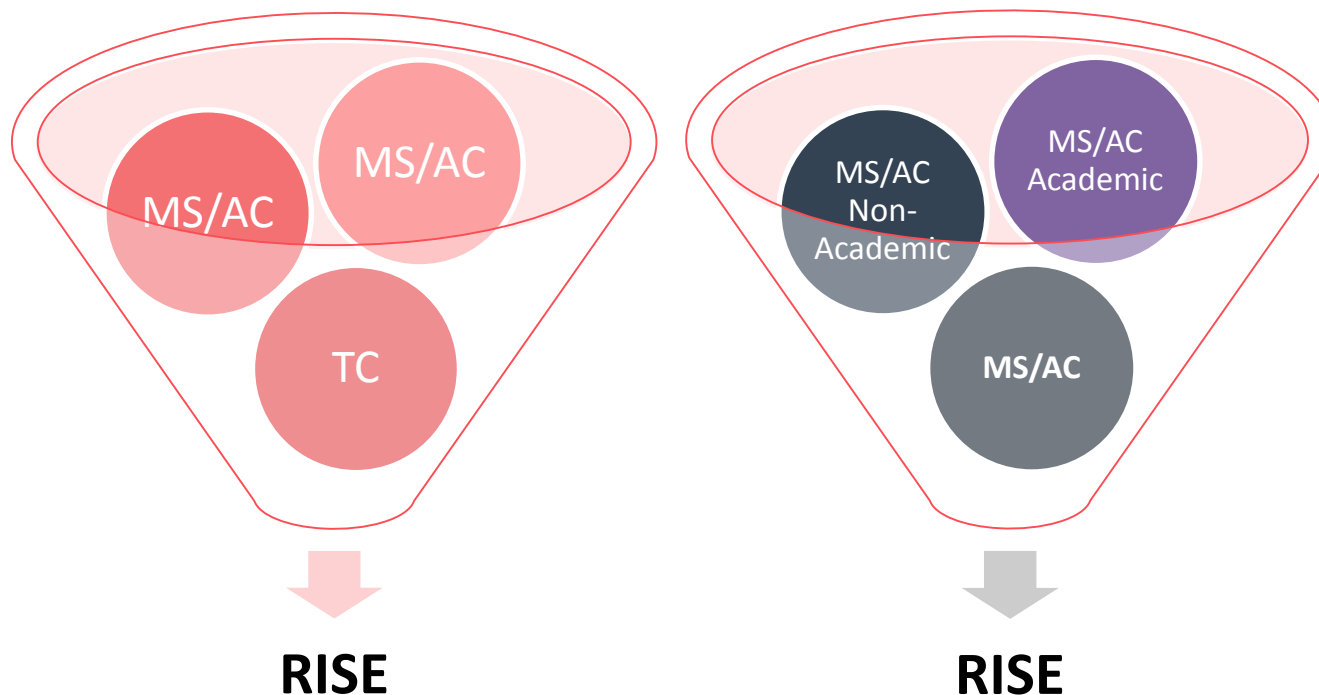
- **Early-Stage Researchers (ESR), Experienced Researchers (ER) & managerial, technical, administrative staff** supporting the research and innovation activities of the project
- Have been actively engaged in or linked to research and/or innovation activities at the sending institution for at least 1 month (full-time equivalent) prior to the first period of secondment
- After the secondment period(s), the exchanged staff members should be reintegrated again into the sending organisation





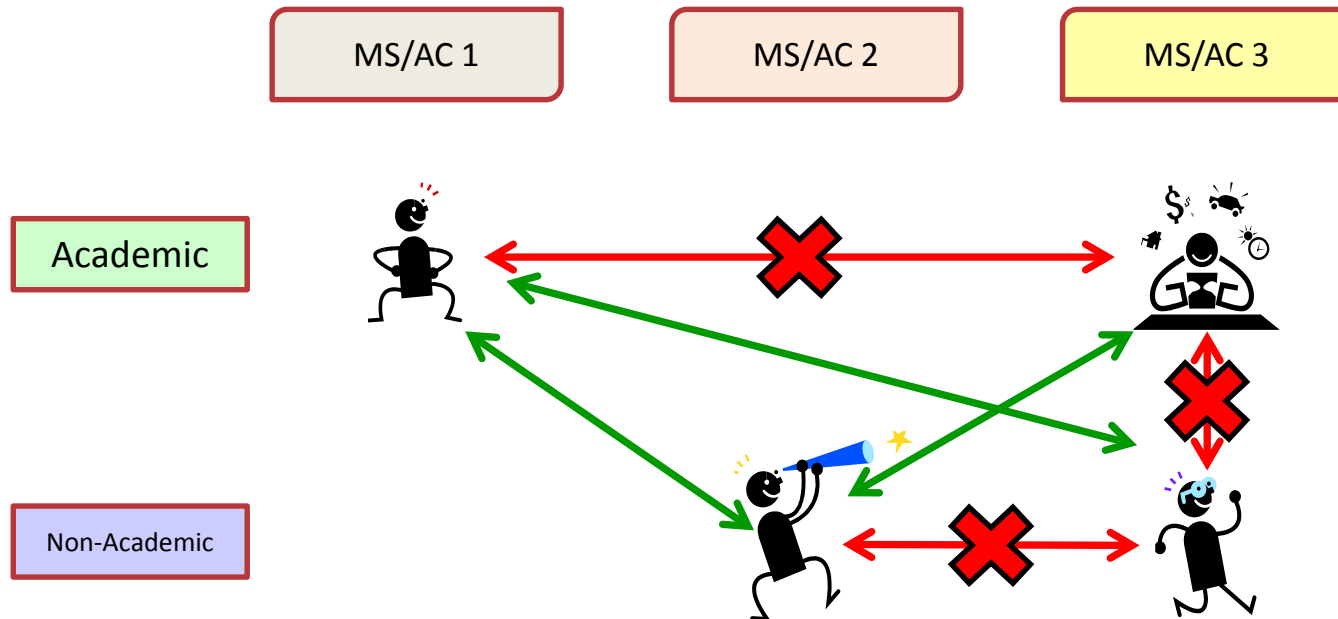
# RISE – Minimum Set-up

- At least 3 independent participants in 3 different countries
- At least 2 participants from 2 different MS/AC
- If all in MS/AC: at least 1 academic and 1 non-academic



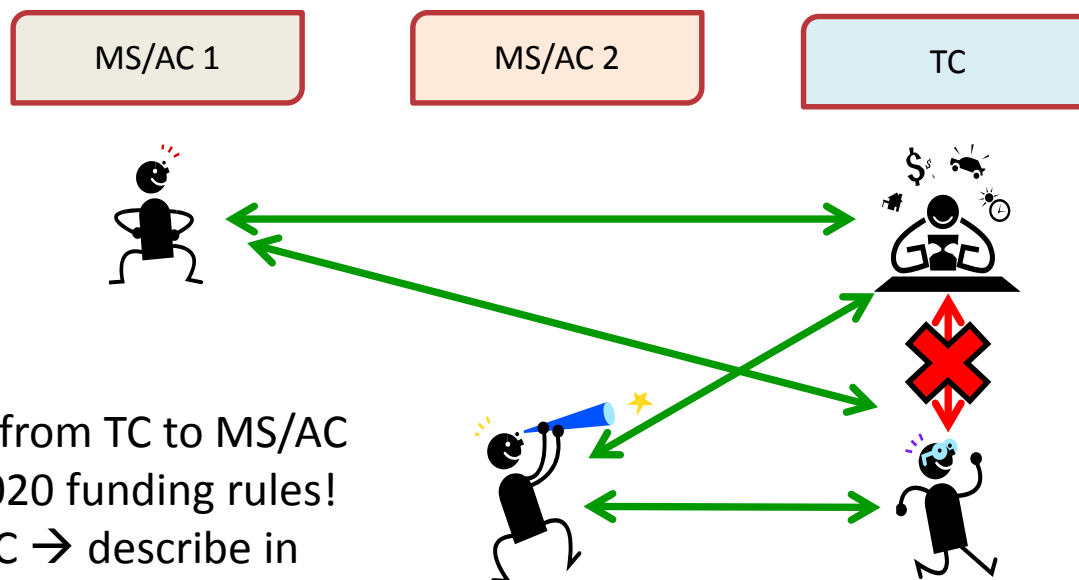
# RISE – Eligible secondments

## Intra-European Exchanges



# RISE – Eligible secondments

## Europe – Third Country Exchanges



- Secondments from TC to MS/AC subject to H2020 funding rules!
- If funded by TC → describe in proposal!

# RISE Budget

	Researcher unit cost [person/month] Euros	Institutional unit cost [person/month] Euros	
Scheme	Staff member unit cost Top-up allowance person/month	Research, training and networking costs	Management and overheads
RISE	2100	1800	700

- Funding based fully on unit costs, multiplied by requested person months spent on secondments
- Automated calculation of budget when secondment months filled into application
- Institutional costs can be moved between beneficiaries and redistributed to partners (needs to be agreed in the Consortium Agreement)
- No detailed financial reporting but need to report on completed secondment months
- Staff member top-up must be used in full for the benefit of the secondee

Secondments ineligible for funding should not be included except those from TC not eligible for funding to MS/AC (e.g. China, USA)

# MSCA projects



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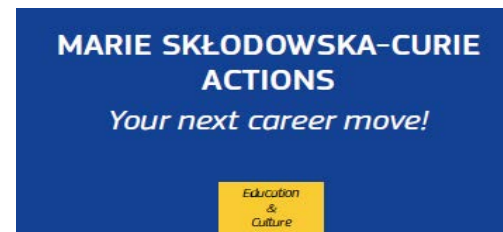
1.  [PROJECT] [ADAPT-R - Architecture, Design and Art Practice Training - research](#)  
Ref.: 317325  
Start date: 2013-01-01, End date: 2016-12-31  
The ADAPT-r ITN aims to significantly increase European research capacity through a unique and ground-breaking research model: at its core is the development of a robust and sustainable ITN in an emergent Supra-Disciplinary field of research across a range of design and arts ...  
Programme: FP7-PEOPLE  
Record Number: 106609  
Last updated on: 2014-07-18

2.  [PROJECT] [GREAT - Gaia Research for European Astronomy Training - ITN](#)  
Ref.: 264895  
Start date: 2011-03-01, End date: 2015-02-28  
Gaia is the ESA cornerstone mission set to revolutionise our understanding of the Milky Way. This proposal will shape a critical mass of new expertise with the fundamental skills required to power the scientific exploitation of Gaia over the coming decade and beyond. The GREAT...  
Programme: FP7-PEOPLE  
Record Number: 96887  
Last updated on: 2013-02-12

3.  [PROJECT] [TECAS - Towards Tissue Engineering Solutions for Cardiovascular Surgery](#)  
Ref.: 317512  
Start date: 2013-01-01, End date: 2016-12-31  
The aim of the TECAS ITN is to integrate the major European contributors in the field of cardiovascular tissue engineering (TE) and regenerative medicine (RM), to generate a coherent framework of expertise which will facilitate the training and career development of early staq...

# Useful Links

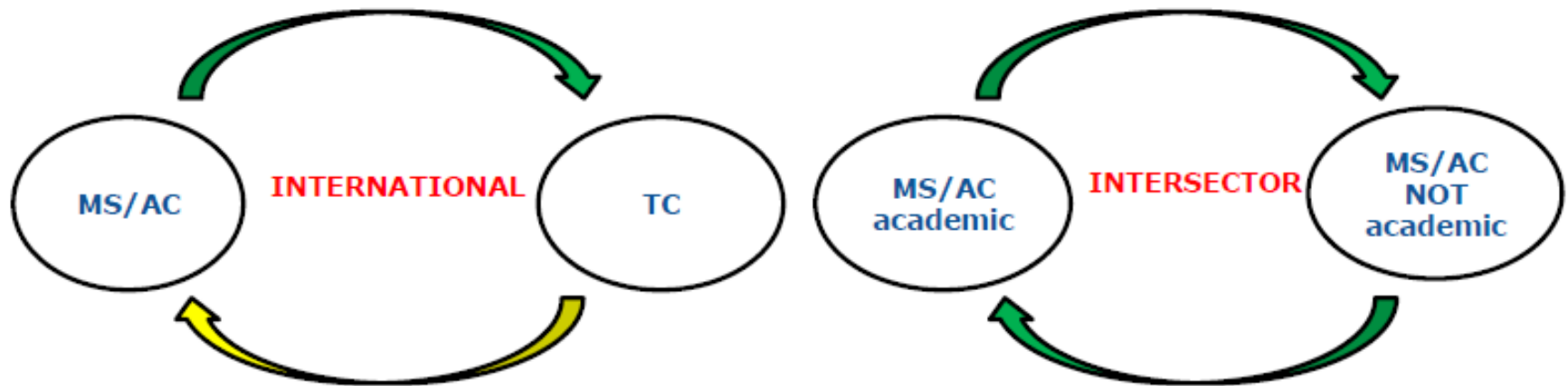
- UKRO Subscriber factsheet on Marie Curie Actions  
[https://www.ukro.ac.uk/subscriber/Factsheets/factsheet\\_msca.pdf](https://www.ukro.ac.uk/subscriber/Factsheets/factsheet_msca.pdf)
- Commission's Marie Curie Actions websites  
[ec.europa.eu/research/mariecurieactions](https://ec.europa.eu/research/mariecurieactions) and  
[ec.europa.eu/programmes/horizon2020/en/h2020-section/marie-sklodowska-curie-actions](https://ec.europa.eu/programmes/horizon2020/en/h2020-section/marie-sklodowska-curie-actions)
- UK NCP Helpdesk  
Email: [mariecurie-uk@bbsrc.ac.uk](mailto:mariecurie-uk@bbsrc.ac.uk)  
Phone: + 32 2 230 0318  
Website: [www.ukro.ac.uk/mariecurie](http://www.ukro.ac.uk/mariecurie)



# Eligibility of secondments

Source: European Commission

## Type of secondments



If TC listed in Annex A of WP

Secondments only between independent organisations



# Duration of secondments

Source: European Commission

Commission

**1 MONTH**  
**per secondment**

- ✓ same staff member
- ✓ same hosting organisation
- ✓ same sending organisation



**12 MONTHS**  
**per staff member**



**Travel** periods included



**Split stays** allowed

Split stays  
within the same secondment  
to reach minimum of 1 month

Research  
Executive  
Agency

# Examples of split secondments

Source: European Commission

European  
Commission



Research  
Executive

- Activities foreseen in Annex 1 of the Grant Agreement
- On a full-time basis
- Article 32 of the Grant Agreement sets the recruitment and working conditions for researchers

- Eligibility of the staff member is the responsibility of the Consortium
  - REA doesn't provide an eligibility service
  - The conditions stated in the Grant Agreement should be respected

# Eligibility of staff members

Source: European Commission

## Condition 1

Considered  
staff under  
national law  
and internal  
practices

## Condition 2

Being ESR,  
ER, ADMIN,  
MANAG, TECH

## Condition 3

Linked/actively  
engaged in  
R&I activities  
within sending  
organisation in  
last 6 months

Source: European Commission

## Condition 1

Considered **staff** under national law and internal practices

- **WHICH MEANS:** Staff is under control, instructions and supervision of the sending organisation

No specific contractual link required,  
it depends on **national law possibilities**

Source: European Commission



## Condition 2

Being ESR,  
ER, ADMIN,  
MANAG, TECH

- **ESR:** minimum eligibility condition for "researchers"
- **ADMINISTRATIVE, MANAGERIAL:** Staff should not be seconded for the administration of the project (ex. Kick-off meetings)
- **TECHNICAL:** "technicians" needed to carry out project R&I activities

Source: European Commission

## Eligible staff members

### Condition 3

Linked/actively engaged in R&I activities within sending organisation in last 6 months

- **Full-time equivalent** (ex: 12 months if 50%)
- **Continuous** (before 1st secondment with no interruptions)
- Staff linked to several participants can be seconded **only from one of them**



# Obligations of the Coordinator Article 41.2.b of the Grant Agreement

- Ensure **proper implementation** of the project
- **Intermediary** role
- Ensure **reporting**: Deliverables, Researcher Declarations, Reports, Financial Statements
- Ensure **quality control** on information and documents required by REA
- Ensure **distribution** of the funding
- The coordinator **may not delegate** the above-mentioned tasks to any other beneficiary **or subcontract** them to any third party
- **Max. 20 Days** after start of secondment

# Obligations of beneficiary towards staff

## Article 32 of the Grant Agreement

- Ensure that the principles set out in the Commission **Recommendation on the European Charter for Researcher and the Code of Conduct for the Recruitment of Researchers** are respected
- Ensure that seconded staff are **eligible** and have the **relevant expertise**
- Ensure **full-time** secondment (100%)
- Ensure the **minimum social coverage** during secondment (e.g. keep salary, medical insurance)
- Ensure the same standards and working conditions as other staff members **at host institution** (e.g. access to labs, internet codes, libraries, etc.)
- Ensure **Reintegration** at the sending institution

- **Unit costs principle:** what counts is the triggering event and not the actual costs spent
  - **Calculation for the top-up allowance:** *amount per unit (see Annex 2) x number of months actually spent by the seconded staff members on the research and innovation activities*
  - For **split stays** a pro-rata unit cost of 1/30 will be reimbursed for each day.

# Declaration of secondments – how much

Source: European Commission

## Unit costs per researcher per month

For secondments eligible for funding

Marie Skłodowska-Curie Action	Category A Staff member unit cost * <i>person/month</i> Top-up allowance	Category B Institutional unit cost * <i>person/month</i>	
		B1 Research, training and networking costs	B2 Management and indirect costs
Research and Innovation Staff Exchange	<b>2.000</b>	<b>1.800</b>	<b>700</b>

\*These unit costs are subject to a funding rate of 100% and **no**  
**country coefficients** apply.

# Declaration of secondments – who?

- **Each beneficiary:** (not TC partners) in its individual financial statement
- **=> Outgoing secondments of its own staff**
- **<= Incoming secondments from a TC partner**
- Internal arrangements on the use and distribution of funding are possible **ONLY** for category B units.

# How to declare secondments

Source: European Commission

© print format A4

MODEL ANNEX 4 FOR H2020 MGA MSC-RISE — MULTI

FINANCIAL STATEMENT FOR BENEFICIARY [name] FOR REPORTING PERIOD [reporting period]

Form: Annex 4 of the GA

Eligible <sup>1</sup> costs (per budget category)							EU contribution		
A. Costs for seconded staff members		B. Institutional costs				Total costs	Reimbursement rate %	Maximum EU contribution	Requested EU contribution
		B.1. Research, training and networking costs		B.2. Management and indirect <sup>2</sup> costs					
Unit		Unit		Unit					
Costs per unit <sup>4</sup>	Total a <sup>5</sup>	Costs per unit <sup>4</sup>	Total b <sup>5</sup>	Costs per unit <sup>4</sup>	Total c <sup>5</sup>	d = a+b+c	e	f	g

Number of units (person-months)

Form of costs<sup>3</sup>

Checkbox : Did you receive any EU/Euratom operating grant during this reporting period? YES  NO

If yes, pls indicate how many of the total person-months (see 'total beneficiary' above) were incurred DURING the period covered by the operating grant?

Number of person-months

# Declaration of secondments – when and where?

- Via the Participant Portal
  - The financial statement automatically generated based on the submitted RD (Researcher Declarations)
  - Together with the submission of periodic reports to which the payment is linked
  - End of each RP (Reporting Period)

- **Principle:** EU contribution only covers **part of the costs** related to secondment and institutional needs
- **Examples for co-funding:**
  - Secondment costs for staff member
  - Salary/fellowship, etc. for the staff member during the secondment
  - In house activities disconnected from secondments
- Etc...



- **Principle of no cumulative award Principle:**  
The same activity cannot be funded twice by EU funds\* (article 129 FR)
- **Double funding:** The same costs cannot be reimbursed twice

**Principle:** Allowance for seconded staff members (cat. A) must be fully used to cover travel, accommodation and subsistence costs related to the secondment. (article 32.1.j)

## Practical modalities:

- Distribute 2.000 EUR to staff in advance/in instalments \*
- Reimburse travel and subsistence costs to staff
- A mix of both



**\* If paid together with salary, be aware of the national income taxes**

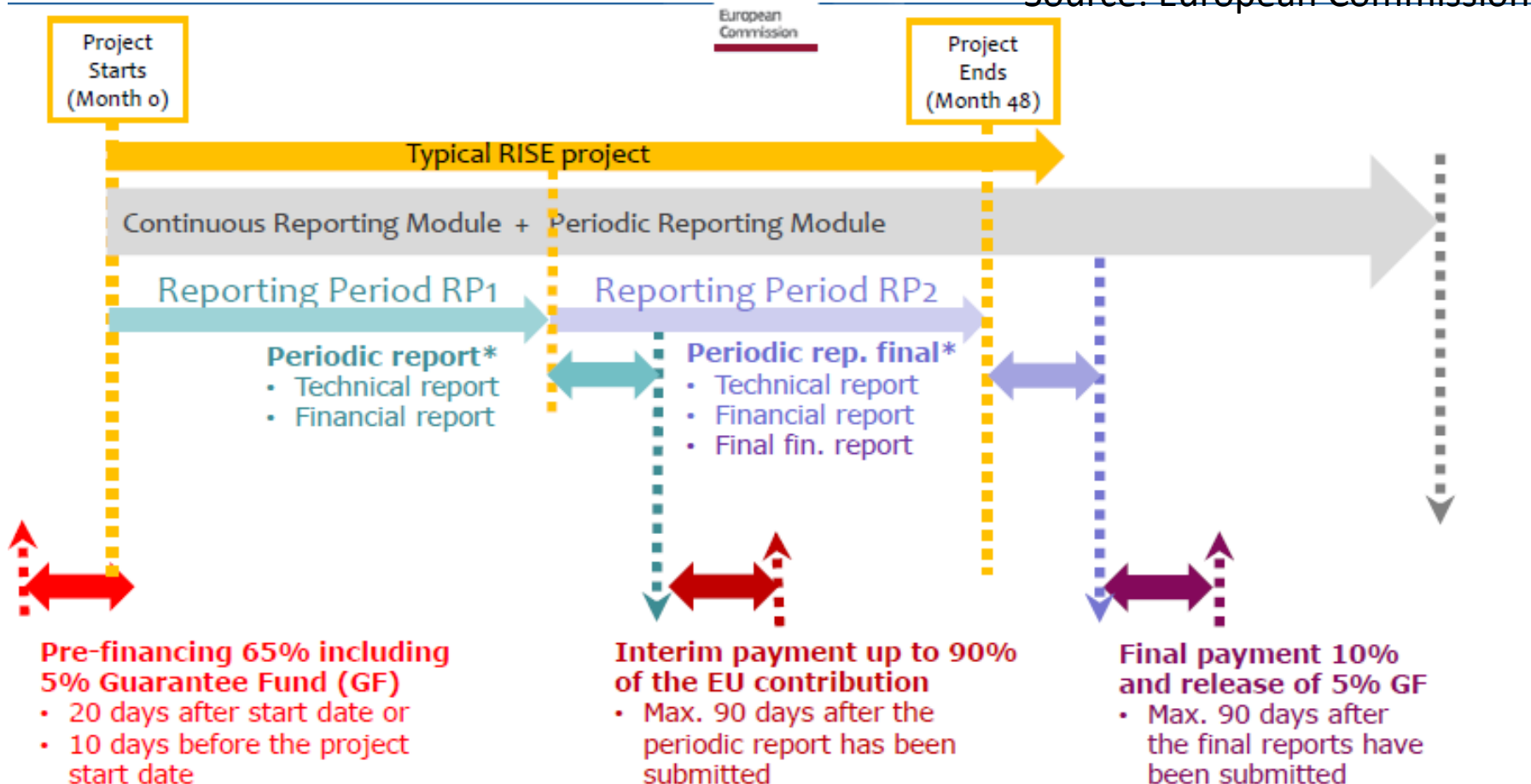
# Use of EU contribution Category B

- **Principle:** use and distribution among participants is acceptable as long as it is convenient for project implementation according to the Annex 1
- **Example 1:** part of institutional costs (B2) reserved to organise general networking events or cover extra management costs of the coordinator
- **Example 2:** re-distributed among secondments according to the specific financial needs of the secondment, and not necessarily according to the balance of secondments

- **Principle:** Beneficiaries may possibly transfer funds to TC partners
- The seconded staff from the EU to TC are entitled to cat. B units
- Each **beneficiary remains fully responsible** for its outgoing and incoming secondments from TC countries

# Payment timeline

Source: European Commission



\* Periodic report to be submitted within 60 days after the end of each reporting period.

- To provide beneficiaries with cash to start working
- Within 30 days either from the entry into force of the Agreement (art 58) or from 10 days before the starting date of the action, which is the latest.
- The coordinator should distribute PF between the beneficiaries without unjustified delay

- Payment release within 90 days from submission of first periodic report documents
  - Payment release can be suspended if reports/information are incomplete/incorrect
  - Based on secondments reported
  - Up to maximum 90% of total EU contribution
  - The payment is distributed according to the internal agreement within the consortium

- Payment release within 90 days from submission of last periodic report documents
  - Payment release can be suspended if reports/information are incomplete/incorrect
  - Could be recovery of the balance between total claimed units and pre-financing + interim payment



- Audit of your grant could be during the project or up to 2 years after the final payment
- **Each beneficiary must prove:**
  - The formal link between staff member and sending organisation under the national law
  - The secondments took place for the duration reported
  - The unit costs Category A were used in full for the seconded staff member

## Each beneficiary must keep

- Documents in agreement with internal accounting rules and practices of the organisation
- Records to prove that researcher worked 100% on the RISE project
- Records about the hosted TC researchers

# Final Tips

- Keep in touch with your PO if issues appear
- Define clear funding distribution modalities in the Consortium Agreement
- Coordinator can distribute PF only to beneficiaries having acceded to the GA
- Coordinator can distribute PF only when the minimum number of beneficiaries have acceded

**Any questions?**

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