

## FAQs for Marie Skłodowska-Curie Postdoctoral Fellowship

Applications Due by 11 am EST September 11, 2024  
(Intended submission date: 5pm EST on September 10, 2024)

### GMAS requests due internally to:

OSP (University Area applications): 9am, Tuesday, Sep 3  
ORA (Harvard Medical School applications): 9am, Tuesday, Sep 3  
SPA (School of Public Health applications): 9am, Thursday, August 29

#### 1. Question: What institutional review policies apply to these applications?

Answer: All proposal review policies apply to Marie Curie applications, including but not limited to five-day review policy and international collaborations and activities review.

#### 2. Question: Who should be listed as the sponsor and prime sponsor in GMAS?

Answer: In GMAS, please enter the home (European) university as the Sponsor and enter European Commission as the Prime Sponsor.

#### 3. Question: What do I do if the home (European) university does not yet exist in GMAS?

Answer: you can create a new sponsor/organization in GMAS. There is information about creating a new org/sponsor available [here](#).

#### 4. Question: Are there internal naming conventions for GMAS?

Answer: Yes. All internal titles in GMAS must begin with "MSCA:" for reporting purposes. For example, if the project title is "Evaluating Important Things," the internal title in GMAS must be: "MSCA: Evaluating Important Things."

#### 5. Question: Is the mentor's signature required in GMAS?

Answer: Yes.

#### 6. Question: What should I enter as the Funding Identifier in GMAS?

Answer: Please enter HORIZON-MSCA-2024-PF-01-01.

#### 7. Question: The applicant is not a Harvard employee and does not have a profile in GMAS. How do I create a profile for them?

Answer: Instructions for creating a profile are available [here](#), however **please note** that for non-Harvard employees, please enter "DUPLICATE" as the middle name for the applicant. This allows us to identify non-HUID profiles and ultimately merge them with the employee profile after the fellowship is funded.

#### 8. Question: The applicant does not have an HUID, how do they sign the attestation in GMAS?

Answer: The applicant must complete the non-HUID attestation form available [here](#). Once complete, the proposal reviewer can log the applicant's signature in GMAS.

**9. Question: What is the Participation Identification Code (PIC) for the President and Fellows of Harvard College?**

Answer: The PIC for Harvard College is 992204077. Please be sure to select "President and Fellows of Harvard College" and not Harvard Global Research and Support Services.

**10. Question: Do I need to enter a budget in GMAS at the proposal stage?**

Answer: No, you can leave the budget blank at the proposal stage. The actual amount will be determined at the time of award, and the GMAS budget can be entered at that time.

**11. Question: Although I do not enter a budget, I am required to select an indirect cost base in the GMAS budget module. Should I choose Modified Total Direct Costs (MTDC) or Total Direct Costs (TDC)?**

Answer: Please select Total Direct Costs because the sponsor does not allow indirect costs on any of the direct costs in the budget.

**12. Question: For FAS and SEAS, does the mentor need to complete required internal PI training prior to submission?**

Answer: Yes.

**13. Question: The application asks, "Does the organization have a Gender Equality Plan (GEP) covering the elements listed below? Should I select Yes or No?"**

Answer: You should select "Yes."

**14. Question: What needs to be uploaded to the GMAS document repository for review?**

Answer: The full application print preview from the application system including all annexes must be uploaded prior to lock and route. The record must be locked and routed at least five business days prior to the sponsor deadline.

**15. Question: Can I delete the tags from the Part B Template prior to submission?**

Answer: No, do not remove the tags. The template states:  
[This document is tagged. Do not delete the tags; they are needed for processing.] #@APP-FORM-HEMSCAPF@#

**16. Question: Can I include URLs or hyperlinks in my technical proposal in Annex B?**

Answer: No. The instructions note that experts will be instructed to ignore hyperlinks to information that is specifically designed to expand the proposal, thus circumventing the page limit.

**17. Question: Does the required Gantt chart count towards the 10-page limit of the B-1 technical proposal?**

Answer: Yes, the required Gantt chart counts towards the 10-page limit of the B-1 technical proposal.

**18. Question: The application asks about previous and current involvement in EU-funded research and training programmes/actions/projects, and says to indicate up to 5 relevant EU, national or international research and training actions/projects in which the institution/department has previously participated and/or is currently participating. What information should I provide?**

Answer: You should specify whether the hosting faculty member has any previous or current involvement in EU-funded projects, and also provide the following information for Harvard University:

Previous and current involvement in EU-funded research and training programmes/actions/projects:  
Harvard University regularly serves as a Host Institution in an estimated 25 MSCA Postdoctoral Fellowship proposals per year, of which nearly half are awarded. Harvard also manages ~\$5M in active European Commission awards, largely under Pillar I (European Research Council) and Pillar II (Health cluster), with an additional \$17M anticipated for Health and ERC Synergy proposals pending award.

**19. Question: Do I need a Letter of Commitment from Harvard University as the host of the outgoing phase of an MSCA Global Fellowship?**

Answer: Yes. This letter will be provided by the OSP/ORR/SPA if an application complies with all proposal policies and approved for submission. The absence of a letter of commitment will render the proposal inadmissible and the proposal will not be evaluated.

**20. Question: What are the eligibility requirements?**

Answer: To apply for a Postdoctoral Fellowship, applicants need to have acquired a PhD degree at the time of the call deadline. In addition, applicants can have a maximum of 8 years full-time equivalent research experience after your PhD. The latter may require careful calculation in case of career breaks.

**21. Question: What are the mobility requirements?**

Answer: Researchers must comply with the following mobility rule: they must not have resided or carried out their main activity (work, studies, etc.) at the host organization for the outgoing phase (for Global Postdoctoral Fellowships) for more than 12 months in the 36 months immediately before the call deadline.

**22. Question: Are secondments allowed?**

Answer: For Global Postdoctoral Fellowships, optional secondments are permitted for up to one third of the outgoing phase. A maximum of three months of such secondments can be spent at the start of the project at the beneficiary (or associated partners linked to the beneficiary), allowing the researcher to spend time there before going to the associated partner in the Third Country. This period of maximum three months will be considered as part of the outgoing phase.

Secondments cannot take place during the mandatory twelve-month return period to the host organization in an EU Member State or Horizon Europe Associated Country.

Note: If the applicant proposes a secondment at Harvard but will otherwise be hosted by a European institution and will complete their outgoing phase at an institution that is not Harvard, a letter of commitment from Harvard is not required in the application. The letter is not required if Harvard is proposed only as the location for an applicant's secondment. If Harvard will host the outgoing phase of the fellowship, all proposal review policies and procedures apply and a letter of commitment is required.

**23. Question: Do the Global Postdoctoral Fellowships pay the minimum postdoctoral salary of \$65,000 per year?**

Answer: Answer: Not always. The dollar amount is determined at the award stage. The MSCA does allow for "top ups" subject to the applicable policy of the home institution or home country.

(See below for an overview of the internal application process)

## **Overview of Internal Application Process Marie Curie Postdoctoral Global Fellowships**

1. Applicant sends department admin completed sections A, B-1 and B-2 of the application.
2. Section A requires some administrative information that is provided in the provided internal Harvard FAQ document.
3. The department will then need to create a fellowship request in GMAS and route as you would any other proposal.
4. Once locked and routed, OSP/ORR/SPA reviews as it does all other proposals.
5. After review, required revisions are made, and GMAS signatures are in place, OSP/ORR/SPA will authorize the submission and email the required letter with an authorized signature and specific language for the Marie Curie fellowship programme.
6. The applicant will then attach the letter to their application before submitting through the funding portal.
7. The applicant should then send the submitted application and any submission confirmation to their department contact, who should upload them to the GMAS document repository for our records.