



Submission procedure in the Funding and Tender Opportunities Portal NDICI-2024-MOBAF

Information Day
15/11/2024



Content

NDICI-MOBAF 2024 Call for Proposals on FTOP

Proposal submission process

Application Requirements

Reference Documents and Useful Links

Preliminary Steps

Where?

- Applications must be submitted through the [Funding and Tenders Portal of the European Commission \(FTOP\)](#) using the Portal Submission System

Who?

- Proposals must be created and submitted by a contact person of the coordinating university

When?

- **Deadline:** Check the Funding and Tenders Portal (FTOP) for details



Applicants are highly recommended to submit proposals as early as possible and at least 48 hours prior to the call deadline.

Preliminary steps

1

Consult the [How to find and apply for funding opportunities](#) presentation

2

Get more guidance on how the Funding and Tender Opportunities portal works in the [F&TP online manual](#) and the [Proposal Submission User Manual, Proposal forms - IT How To](#), on [How to participate](#) and [get support](#).

3

Read carefully the information on the [Roles and access rights](#) and decide the persons who will manage the application

NDICI-2024-MOBAF Call for Proposals on FTOP



Discover the funding & tenders opportunities

Find out how to participate by following these key steps.

Find calls for proposals Explore the available EU funding opportunities by searching for calls for proposals within your topics of interest, find partners and submit a proposal.	Find calls for tenders Find business opportunities in the calls for tenders managed by EU institutions, bodies and agencies.
View projects and results Browse through EU funded projects and learn about the results. Invest in opportunities and get inspired by the highlights and success stories.	Work as an expert Proposals and projects need evaluations, monitoring and domain-specific knowledge advice from experts.

Select

[Report fraud](#)

NDICI-2024-MOBAF Call for Proposals on FTOP

[Home](#) > [Funding](#) > [Calls for proposals](#)

Calls for proposals

Calls for proposals are funding opportunities issued by the European Union institutions, agencies and bodies. These are direct financial contributions, known as grants, that are awarded to third-party beneficiaries (e.g., research organisations, public entities, non-governmental organisations, and private companies) to engage in activities that serve EU policies.

[More details](#)

Filters

Quick search



Programming period ▾

Programme ▾

Call ▾

Submission status ▾

All filters

1 item(s) found



Intra-Africa Academic Mobility Scheme

NDICI-2024-MOBAF | Call for proposal

Opening date: ~~14 November 2024~~ | Next deadline: | Single-stage

Type of action: **NDICI MOBAF Unit Grants**

Items per page: 50 ▾

Showing 1-1 of 1

Search through key words, e.g. MOBAF

Select 2021-2027 as Programming Period

Share this page

NDICI-2024-MOBAF Call for Proposals on FTOP



Home > Funding > Calls for proposals

Calls for proposals

Calls for proposals are funding opportunities issued by the European Union institutions, agencies and bodies. These are direct financial contributions, known as grants, that are awarded to third-party beneficiaries (e.g., research organisations, public entities, non-governmental organisations, and private companies) to engage in activities that serve EU policies.

[More details](#)

Filters

Quick search

MOBAF

Programming period ▾

Programme ▾

Call ▾

Submission status ▾

All filters

1 item(s) found

Intra-Africa Academic Mobility Scheme

NDICI-2024-MOBAF | Call for proposal

Opening date: **14 November 2024** | Next deadline: | Single-stage

Type of action: **NDICI MOBAF Unit Grants**

Items per page: **50** ▾

Showing 1–1 of 1

Share this page

Click on “Intra-Africa Mobility Scheme” to open the Call

NDICI-2024-MOBAF Call for Proposals on FTOP



General information

Programme
Neighbourhood, Development and International Cooperation Instrument Global Europe (NDICI)

Call
Intra-Africa Academic Mobility Scheme (NDICI-2024-MOBAF)

Type of action NDICI-MOBAF-UN NDICI MOBAF Unit Grants	Type of MGA NDICI Unit Grant [NDICI-AG-UN]	Forthcoming
Deadline model single-stage	Planned opening date 14 November 2024	Deadline date

Topic description

Expected Impact:
The expected outputs linked to the specific objectives include:

- Improved mechanisms for the international transparency and recognition of studies/degrees and qualifications in the participating HEIs...

[Show more](#)

Topic conditions and documents

Conditions

1. Admissibility conditions

Described in section 5 of the Call document...

[Show more](#)

Budget overview

Topic ↑	Budget (EUR) - Year : 2024 ↓↑	Stages ↓↑	Opening date ↓↑	Deadline ↓↑	Contributions ↓↑	Indicative number of grants ↓↑
NDICI-2024-MOBAF - NDICI-MOBAF-UN NDICI MOBAF Unit Grants	29 000 000	single-stage	2024-11-14			

Select “Show more” under “Topic conditions and documents” to find all important documents including the call and the templates.

NDICI-2024-MOBAF Call for Proposals on FTOP



Call Publication: 31/10/2024

Deadline for submission: 30/01/2025

Evaluation: February-May 2025

Information on evaluation results: July 2025

7. Legal and financial set-up of the Grant Agreements

Described in section 10 of the Call document.

8. Submission procedure

Explained in the section 11 of the Call document and in the [Online Manual](#).

Call documents:

[Call document](#)

[Standard application form](#)

[Calculator \(NDICI UN MOBAF\)](#) - *the calculator can also be downloaded during submission in the Submission System*

[List of Academic Programmes \(NDICI MOBAF\)](#) - *the template for the list of Academic Programmes can also be downloaded during submission in the Submission System*

NDICI Unit Cost Model Grant Agreement

[NDICI Unit Cost Model Grant Agreement](#)



Start submission

 Need help?

To access the Electronic Submission Service, please click on the submission-button next to the **type of action** and the **type of model grant agreement** that corresponds to your proposal. You will then be asked to confirm your choice, as it cannot be changed in the submission system. Upon confirmation, you will be linked to the correct entry point.

To access existing draft proposals for this topic, please login to the Funding & Tenders Portal and select the My Proposals page of the My Area section.

Please select the **type of your submission**:

NDICI MOBAF Unit Grants [NDICI-MOBAF-UN], NDICI Unit Grant [NDICI-AG-UN]

Start submission



MESSAGE



You are connected

Once you found the call, and read all relevant information you can start the process of submission of the Application

How to start submission process



on | EU Funding & Tenders Portal


Procurem... me... ▼

Please confirm your choice

You selected this topic: **Intra-Africa Academic Mobility Scheme - NDICI-2024-MOBAF**

You selected this type of action and model grant agreement: **NDICI MOBAF Unit Grants [NDICI-MOBAF-UN], NDICI Unit Grant [NDICI-AG-UN]**

Related Call: **Intra-Africa Academic Mobility Scheme**

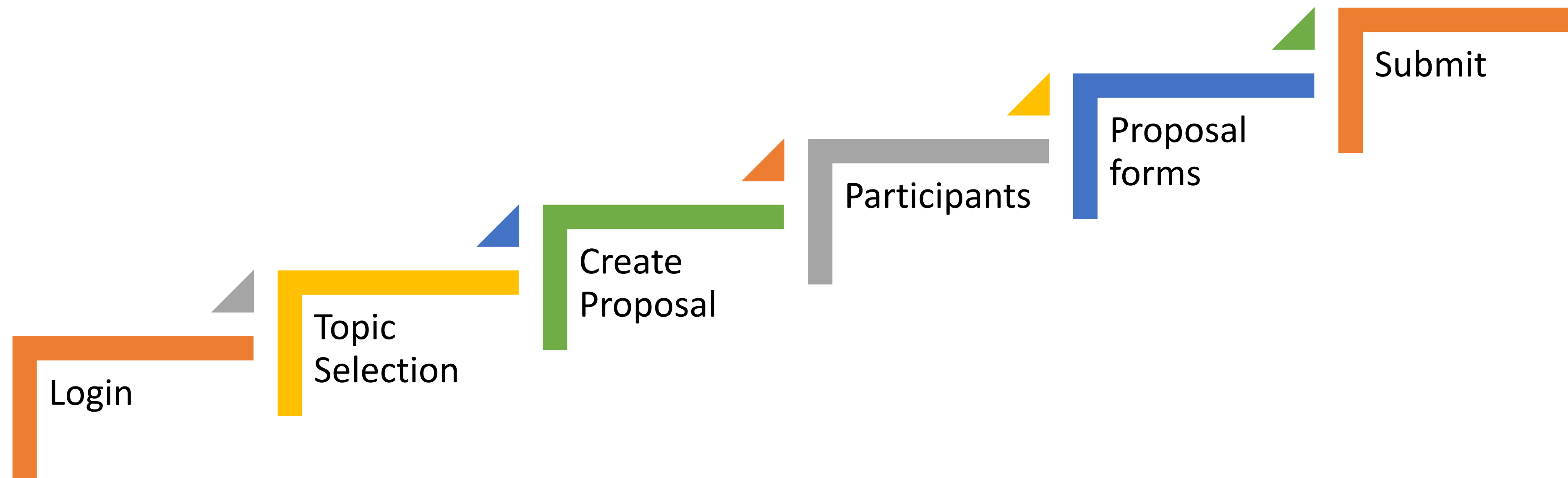


Your selection cannot be changed subsequently in the submission system.

Cancel **OK**

Select "OK" to confirm you are applying for Intra-Africa Academic Mobility Scheme 2024

Proposal Submission Steps



LOGIN



To access the system and start your submission

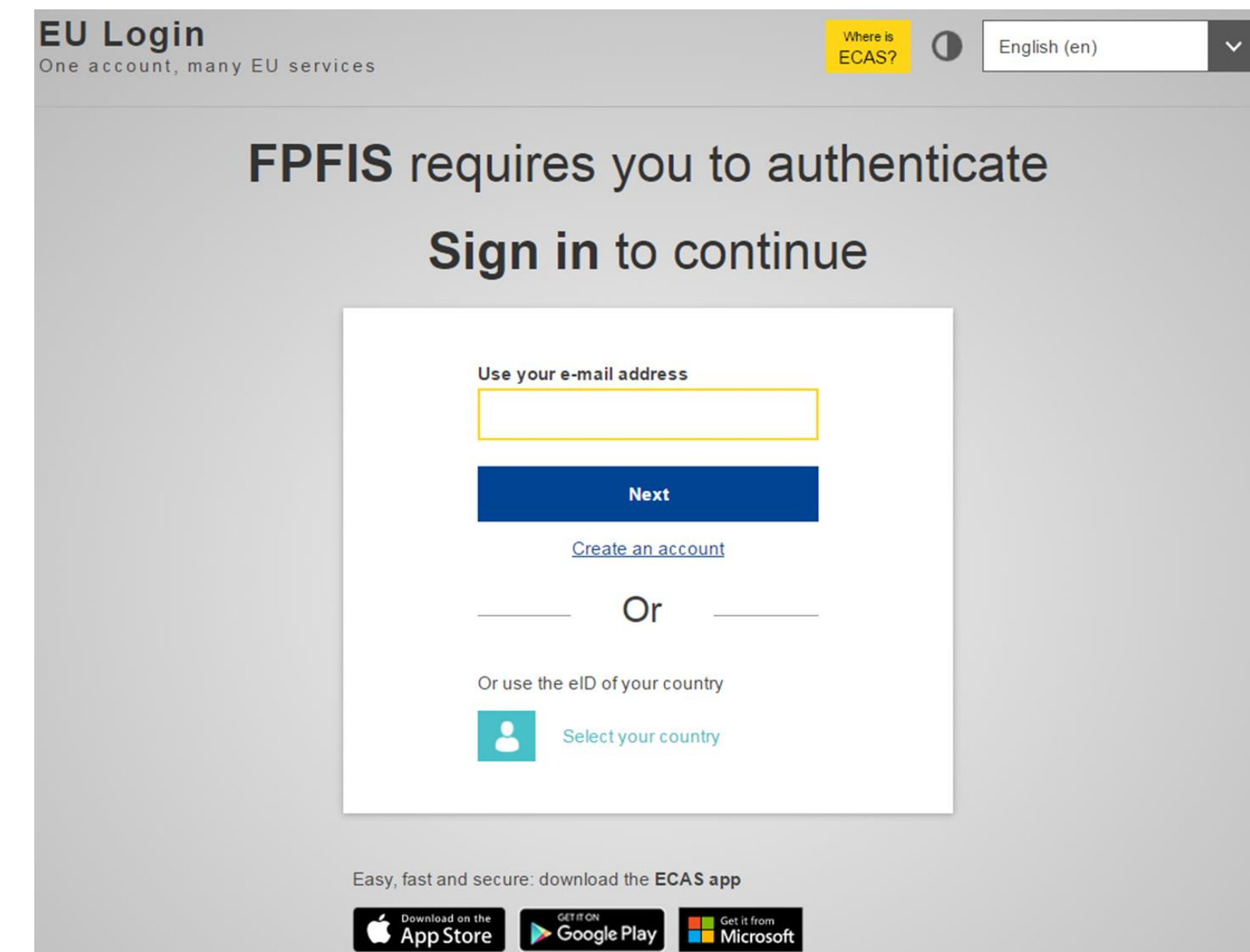
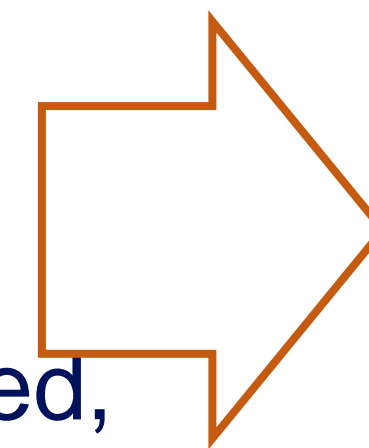


1. As applicant: a valid EU Login
2. Your Organization has a 9-digit PIC (Participant Identification Code)

**After selecting the submission button
in the Portal you will be asked to
enter your EU Login**

Enter your email address in the field provided,
then click the **Next** button.

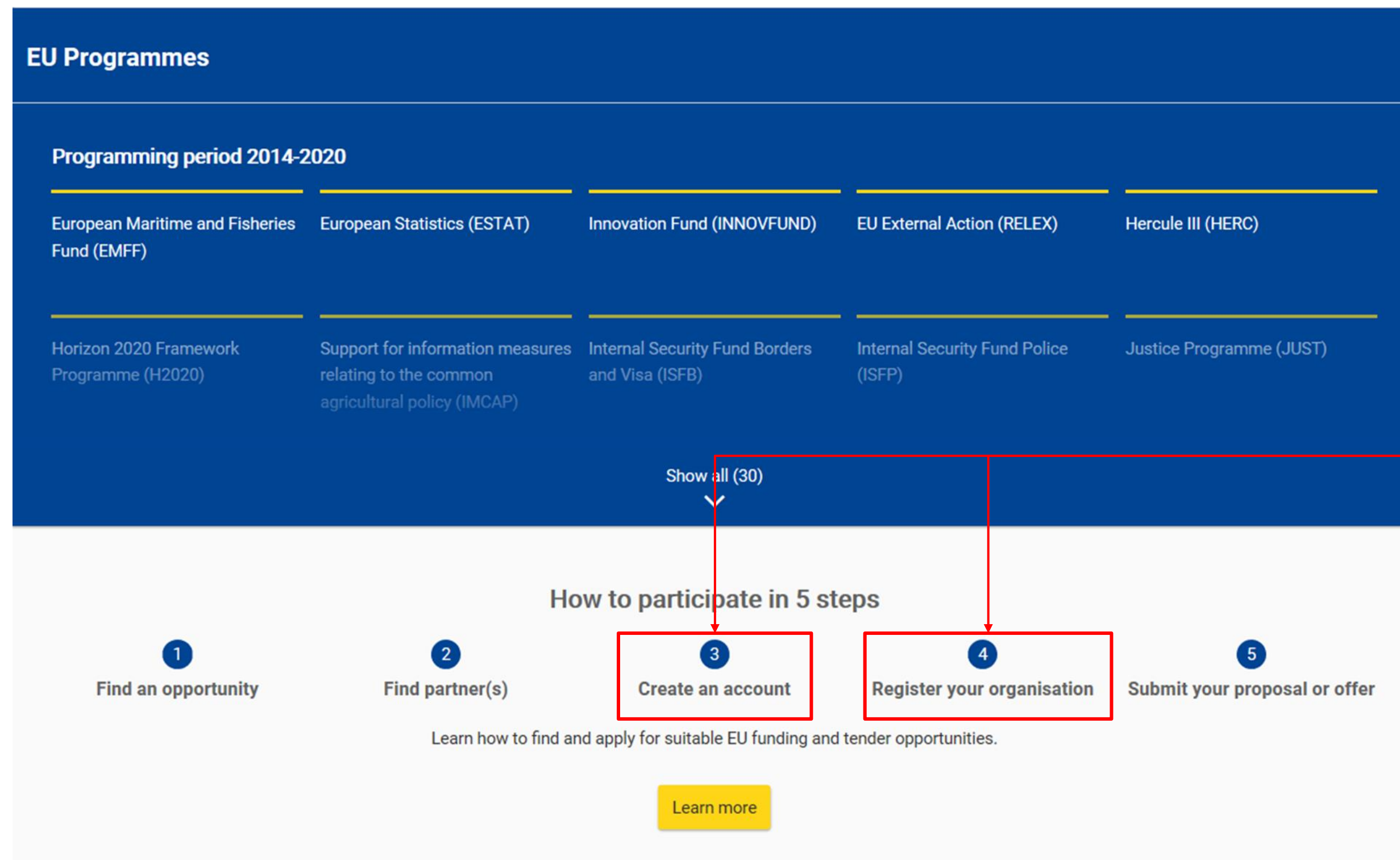
You will be prompted for your password.



The screenshot shows the EU Login interface. At the top, it says "EU Login" and "One account, many EU services". There is a language selector set to "English (en)". The main heading reads "FPFIS requires you to authenticate" and "Sign in to continue". Below this is a white box with a form. The form has a label "Use your e-mail address" above a text input field. A blue "Next" button is below the field. A link "Create an account" is below the button. Below that is "Or" with a horizontal line on either side. Underneath is "Or use the eID of your country" with a person icon and a "Select your country" link. At the bottom, there is a footer with the text "Easy, fast and secure: download the ECAS app" and three app store logos: "Download on the App Store", "GET IT ON Google Play", and "Get it from Microsoft".



No EU Login => create an account
No PIC => register your organisation



The screenshot shows the 'EU Programmes' section of a website. It features a grid of program cards for the 2014-2020 period, including EMFF, ESTAT, INNOVFUND, RELEX, HERC, H2020, IMCAP, ISFB, ISFP, and JUST. Below the grid is a 'How to participate in 5 steps' section with a 'Learn more' button. Red boxes highlight steps 3 and 4, and red arrows point from a text box to these steps.

EU Programmes				
Programming period 2014-2020				
European Maritime and Fisheries Fund (EMFF)	European Statistics (ESTAT)	Innovation Fund (INNOVFUND)	EU External Action (RELEX)	Hercule III (HERC)
Horizon 2020 Framework Programme (H2020)	Support for information measures relating to the common agricultural policy (IMCAP)	Internal Security Fund Borders and Visa (ISFB)	Internal Security Fund Police (ISFP)	Justice Programme (JUST)

How to participate in 5 steps

- 1 Find an opportunity
- 2 Find partner(s)
- 3 Create an account
- 4 Register your organisation
- 5 Submit your proposal or offer

Learn how to find and apply for suitable EU funding and tender opportunities.

Learn more

Within the very first page of the portal, at the bottom you can find all necessary resources to both create an account or [register your Organisation](#) to get a PIC

Is your organisation already registered?
Find it out [here](#).

Create Proposal

TEST MODE

Deadline
30 January 2025 17:00:00 Brussels Local Time
80 days left until closure

Call data
Call: **NDICI-2024-MOBAF**
Topic: **NDICI-2024-MOBAF**
Type of action: **NDICI-MOBAF-UN**
Type of MGA: **NDICI-AG-UN**

Download Part B templates
Download part B templates

Please submit your proposal at the latest **48 hours before the deadline** (to avoid system congestion or system incompatibility issues). Late proposals will not be accepted. Don't wait until the end because you are worried about confidentiality – we will not open the proposals before the deadline.
You can submit the proposal as many times as you wish up until the deadline. Each new submitted version will replace the previous one.

Find your organisation

PIC Short name 229

Organisations you have been previously associated with. (Click to select)

PIC: 952853893 ul. Ogarna 111/112/6 Gdansk,PL	PIC: 923131832 Aero LTD MaartStreet 12 Almere,US VAT: 125648321	PIC: 913842918 place Rogier Brussels,BE
PIC: 956444445 Baird Consulting SCS Vieille rue du Moulin, Bourgo 20		

Enter the PIC number of the main applicant


Create Proposal

Fill in all
information of
the main
contact person

00 days left until closure

Call data

Call: **NDICI-2024-MOBAF**
Topic: **NDICI-2024-MOBAF**
Type of action: **NDICI-MOBAF-UN**
Type of MGA: **NDICI-AG-UN**

 Topic and type of action can only be changed by creating a new proposal.


Proposal data

Acronym: **BCS**
Draft ID: **SEP-211112124**

[Download Part B templates](#)

Coordinator

Baird Consulting SCS

1  Baird Consulting SCS



[Add Affiliated Entity +](#)

Baird Consulting SCS
Uccle, BE
PIC: 956444445

[Change organisation](#) [Contact organisation](#)

Contacts 1

[Add contact +](#)

Main contact
Antonella GIORGIO  

[Add Partner +](#) [Add Associated partner +](#)

[SAVE](#) [SAVE AND GO TO NEXT STEP](#) [NEXT](#)

Create Proposal



Find your organisation

PIC ⓘ * Short name ⓘ * 242

Organisations you have been previously associated with. (Click to select)

PIC: 996296022 UMF IASI STRADA UNIVERSITATII 16 IASI,RO VAT: RO34687988	PIC: 923131832 ✓ Aero LTD MaartStreet 12 Almere,US VAT: 125648321	PIC: 913842918 Test Camelia-Valeria place Rogier Brussels,BE
--	--	--

Your role

Please indicate your role in this proposal *

Main contact
 Contact person

Your proposal

It will appear also in the "General Information" section of the Application Form Part A and can also be updated there.

Acronym * 5

Short Summary * 1985

Fill in the acronym, summary and save to go to the next step







Partners can be added via the appropriate icon. If selected, you will have to search its PIC and follow the next steps.


Call data

Call: **NDICI-2024-MOBAF**
Topic: **NDICI-2024-MOBAF**
Type of action: **NDICI-MOBAF-UN**
Type of MGA: **NDICI-AG-UN**

 Topic and type of action can only be changed by creating a new proposal.

Coordinator


 Baird Consulting SCS



1  Baird Consulting SCS

[Add Affiliated Entity +](#)

Baird Consulting SCS
Uccle, BE
PIC: 956444445

[Change organisation](#) [Contact organisation](#)

Contacts 1  [Add contact +](#)

Main contact  
Antonella GIORGIO

[Add Partner +](#) [Add Associated partner +](#)

[SAVE](#) [SAVE AND GO TO NEXT STEP](#) [NEXT](#)

Proposal data

Acronym: **BCS**
Draft ID: **SEP-211112124**

Download Part B templates

1) Searching with PIC number

In this step, the coordinator can manage and review the participants.
Note: The changes will be applied only after you click the "Save Changes" button.

Number of participants: 1

Find your organisation

You may enter a (complete or partial) organisation name (e.g. "Oxford" or "University of Oxford"). Entering additional information like country/city usually leads to better results. You may also search based on VAT number of the organisation in international format (e.g. "GB123456789")

Type your organisation name or PIC *

PIC: 996296022

2) Use the organisation as partner, even if the PIC is not validated

Find your organisation

You may enter a (complete or partial) organisation name (e.g. "Oxford" or "University of Oxford"). Entering additional information like country/city usually leads to better results. You may also search based on VAT number of the organisation in international format (e.g. "GB123456789")

Type your organisation name or PIC *

PIC: 913842918
Test Camelia-Valeria
place Rogier
Brussels, BE
Status: SLEEPING

More results were found

To register your organisation for a Participant Identification Code (PIC) [Click here](#)

3) Enter contact name and details of the partners

Note: The changes will be applied only after you click the "Save Changes" button.

Test Camelia-Valeria ×

Please enter the contact name and details: ⓘ

Project Role * ⌵
This field is required

Access Rights * ⌵

First Name * 50

Last Name * 50

Email Address * 100

Partner

4) Continue with same steps for each partner or associate partner

↓

The changes will be applied only after you click the "Save Changes" button.

Once clicked on the « save » button:

1. « Edit Forms » for further details on the partners
2. Warning – Information sent to the added partner on their involvement

Number of participants: 2 ⓘ

Coordinator
UMF IASI

1 ✎ UMF IASI
Add Affiliated Entity +

UNIVERSITATEA DE MEDICINA SI FARMACIE GRIGORE T POPA DIN IASI
IASI, RO
PIC: 996296022
Change organisation

Partner
Test Camelia

2 ✎ Test Ca
Add Affiliated Entity +

Test Camelia-Valeria
Brussels, BE
PIC: 913842918
Change organisation Contact organisation

Save Changes 1

The changes you have made require that you open the administrative form ('Edit forms' button) in 'Proposal forms' step, validate and save the form.

OK

Number of participants: 2 ⓘ

Coordinator
UMF IASI

1 ✎ UMF IASI
Add Affiliated Entity +

UNIVERSITATEA DE MEDICINA SI FARMACIE GRIGORE T POPA DIN IASI
IASI, RO
PIC: 996296022
Change organisation

Partner
Test Camelia

2 ✎ Test Ca
Add Affiliated Entity +

Test Camelia-Valeria
Brussels, BE
PIC: 913842918
Change organisation Contact organisation

Warning 2

Please be aware that the organisation you have chosen will be automatically notified at submission about their involvement in the proposal. Do you want to continue?

No Yes

Edit Forms (Part A)

Administrative forms on:

1. General information
2. Participants
3. Budget
4. Other questions (n.a.)

Proposal and annexes:

- Part B – Description of the Action
- Calculator (budget table)
- List of previous projects
- List of Academic Programmes

Administrative forms (Part A)

[Edit forms](#) [View history](#) [Print preview](#)

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.

Part B * [Upload](#)

Calculator * [Upload](#)

List of previous projects [Upload](#)

List of academic programmes * [Upload](#)

Other annexes [Upload](#)

[BACK TO PARTICIPANTS LIST](#) [VALIDATE](#) [SUBMIT](#)


Edit Part A

Deadline
30 January 2025 17:00:00 Brussels Local Time

80 days left until closure

Call data


Call: **NDICI-2024-MOBAF**
Topic: **NDICI-2024-MOBAF**
Type of action: **NDICI-MOBAF-UN**
Type of MGA: **NDICI-AG-UN**

 Topic and type of action can only be changed by creating a new proposal.


Proposal data

Acronym: **BCS**
Draft ID: **SEP-211112124**

Download Part B templates

 [Download part B templates](#)


Funding & Tenders Portal.
Submit your proposal as early in the process as possible - you can update and resubmit an improved version many times before the call closure.
Submitting a proposal will overwrite any previous versions of this same proposal - this process is irreversible.
Any changes made to the proposal will not be available to the European Commission service unless resubmitted before the call closure.

 Your proposal contains changes that have not yet been submitted.

Administrative forms (Part A)

[Edit forms](#)  [View history](#) [Print preview](#) 

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments. 

Part B *	<input type="text"/>		Upload
Calculator *	<input type="text"/>		Upload
List of previous projects	<input type="text"/>		Upload
List of academic programmes *	<input type="text"/>		Upload
Other annexes	<input type="text"/>		Upload

 Complete Part A directly on the Portal

Proposal Forms



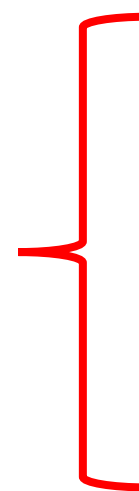
To navigate between different sections of the application form

Call: NDICI-2024-MOBAF
(Intra-Africa Academic Mobility Scheme)

Topic: NDICI-2024-MOBAF
Type of Action: NDICI-MOBAF-UN
(NDICI MOBAF Unit Grants)

Proposal number: SEP-211112183
Proposal acronym: Test MOBAF 2024
Type of Model Grant Agreement: NDICI Unit Grant
Table of contents

Edit and complete the eForm



Section	Title	Action
1	General information	Show
2	Participants	Show
3	Budget	Show
4	Other questions	Show

[How to fill in the forms](#)
The forms must be filled in for each proposal using the templates available in the submission system. Some data fields in the forms are pre-filled based on the steps in the submission wizard.

[Read more](#)

Application forms

Proposal ID **SEP-211112183**

Acronym **Test MOBAF 2024**

1 - General information ?

Field(s) marked * are mandatory to fill.

Topic	NDICI-2024-MOBAF	Type of Action	NDICI-MOBAF-UN
Call	NDICI-2024-MOBAF	Type of Model Grant Agreement	NDICI-AG-UN
Acronym *	Test MOBAF 2024		
Proposal title *	<p>Max 200 characters (with spaces). Must be understandable for non-specialists in your field.</p> <p>Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &</p>		
Duration in months	48		
Fixed keyword 1	<input type="text" value="Word or words that best describe(s) the subject of your project."/>		<input type="button" value="Add"/>
Free keywords	<input type="text" value="Enter any words you think give extra detail of the scope of your proposal (max 200 characters with spaces)."/>		

Abstract *

Test MOBAF 2024

Edit Application Forms

1. General information

- Acronym
- Title
- Duration
- Fixed key words NEW
- Abstract
- Previous proposal
- Declarations

Proposal Forms

Application forms

Proposal ID **SEP-211112183**

Acronym **Test MOBAF 2024**

1 - General information

Field(s) marked * are mandatory to fill.

Topic	NDICI-2024-MOBAF	Type of Action	NDICI-MOBAF-UN
Call	NDICI-2024-MOBAF	Type of Model Grant Agreement	NDICI-AG-UN

Acronym *

Proposal title *
Note that for technical reasons, the following characters are not accepted in the Proposal Title and will be removed: < > " &

Duration in months

Fixed keyword 1

Free keywords

Abstract *

The selected fixed key words should correspond to the sector(s) (i.e. theme(s)/subject area(s)) of the Global Gateway Investment Priorities addressed in your proposal

Fixed keyword 1

Free keywords max 200 characters with spaces

- Climate and Energy
- Critical Raw Materials
- Digital
- Education and Research
- Health
- Transport



Previous proposal

Application forms

Proposal ID **SEP-211112183**

Acronym **Test MOBAF 2024**

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under any EU programme, including the current call?

Yes

No



PG ver 1.00 20231221

Page 2

Last saved 26/10/2024 11:40

If a previous proposal was submitted in the Call 2023, please enter its number

Application forms

Proposal ID **SEP-211112183**

Acronym **Test MOBAF 2024**

Has this proposal (or a very similar one) been submitted in the past 2 years in response to a call for proposals under any EU programme, including the current call?

Yes

No



Please give the proposal reference or contract number.

Add

Previously submitted proposals should be with either 6 or 9 digits.

PG ver 1.00 20231221

Page 2

Last saved 26/10/2024 11:40

Application forms

Proposal ID **SEP-211112183**

Acronym **Test MOBAF 2024**

Declarations



Field(s) marked * are mandatory to fill.

1) We declare to have the explicit consent of all applicants on their participation and on the content of this proposal. *	<input type="checkbox"/>
2) We confirm that the information contained in this proposal is correct and complete and that none of the project activities have started before the proposal was submitted (unless explicitly authorised in the call conditions).	<input type="checkbox"/>
3) We declare: - to be fully compliant with the eligibility criteria set out in the call - not to be subject to any exclusion grounds under the EU Financial Regulation 2018/1046 - to have the financial and operational capacity to carry out the proposed project.	<input type="checkbox"/>
4) We acknowledge that all communication will be made through the Funding & Tenders Portal electronic exchange system and that access and use of this system is subject to the Funding & Tenders Portal Terms and Conditions .	<input type="checkbox"/>
5) We have read, understood and accepted the Funding & Tenders Portal Terms & Conditions and Privacy Statement that set out the conditions of use of the Portal and the scope, purposes, retention periods, etc. for the processing of personal data of all data subjects whose data we communicate for the purpose of the application, evaluation, award and subsequent management of our grant, prizes and contracts (including financial transactions and audits).	<input type="checkbox"/>

Fill in the declaration fields

The coordinator is only responsible for the information relating to their own organisation. Each applicant remains responsible for the information declared for their organisation. If the proposal is retained for EU funding, they will all be required to sign a declaration of honour.

False statements or incorrect information may lead to administrative sanctions under the EU Financial Regulation.

Application forms

Proposal ID **SEP-211112183**

Acronym **Test MOBAF 2024**

2 - Participants

List of participating organisations

#	Participating Organisation Legal Name	Country	Role	Action
1	UNIVERSITATEA DE MEDICINA SI FARMACIE GRIGI	Romania	Coordinator	Show Participant's Details
2	Test Camelia-Valeria	Belgium	Partner	Show Participant's Details

Edit Application Forms

2. Participants

- Organisation data
- Departments carrying out the work
- Main Contact person (via Participants' details before "edit forms")

→ To be filled in for each partner

Application forms

Proposal ID **SEP-211112183**

Acronym **Test MOBAF 2024**

3 - Budget

No.	Name of beneficiary	Country	Requested grant amount
1	Umf Iasi	RO	700000.00
2	Test Camelia-valeria	BE	750000.00
Total			1450000.00

Application forms

Proposal ID **SEP-211112183**

Acronym **Test MOBAF 2024**

3 - Budget

No.	Name of beneficiary	Country	Requested grant amount
1	Umf Iasi	RO	800000.00
2	Test Camelia-valeria	BE	750000.00
Total			1550000.00

Edit Application Forms

3. Budget

- Maximum is 1,450,000 EUR
- Indicative amount per partner
 - All to the coordinator
 - Share per partner
- Coherence of the amount with the one requested grant amount as calculated in the Annex 2 - Calculator

Validation result

Show Error

The red 'Show Error' button indicates an error due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will be blocked** unless that specific field is corrected!

Show Warning

The yellow 'Show Warning' button indicates a warning due to a missing or incorrect value related to the call eligibility criteria. The submission of the proposal **will not be blocked** (proposal will be submitted with the missing or incorrect value).

Error

Mandatory information is missing or incorrect value related to the Call eligibility criteria. The proposal cannot be submitted until these errors are corrected.

Warning

Missing information, not blocking the submission. Ideally, these should be addressed by correcting the information provided

Section

Description

General Information

Title - missing entry

Show Error

Declaration

Declaration 1 acceptance is mandatory

Show Error

UMF IASI

This section has not been validated yet

Show Error

Test Camelia-Valeria

This section has not been validated yet

Show Error

Budget

This section has not been validated yet

Show Error

Other questions

This section has not been validated yet

Show Error

General Information

Duration - missing entry

Show Warning

General Information

Fixed Keyword is not selected

Show Warning

Declaration

Declaration 2 acceptance is missing

Show Warning

Declaration

Declaration 3 acceptance is missing

Show Warning

Declaration

Declaration 4 acceptance is missing

Show Warning

Declaration

Declaration 5 acceptance is missing

Show Warning

Description of the Action:

- Part B (includes template for list of previous projects)
- Budget Calculator
- List of academic Programmes



TEST MODE

Deadline
30 January 2025 17:00:00 Brussels Local Time

80 days left until closure

Call data

Call: **NDICI-2024-MOBAF**
 Topic: **NDICI-2024-MOBAF**
 Type of action: **NDICI-MOBAF-UN**
 Type of MGA: **NDICI-AG-UN**

⚠️ Topic and type of action can only be changed by creating a new proposal.

Proposal data

Acronym: **BCS**
 Draft ID: **SEP-211112124**

Download Part B templates

[Download part B templates](#)

Coordinator
Baird Consulting SCS

1 Baird Consulting SCS

[Add Affiliated Entity +](#)

Baird Consulting SCS
 Uccle, BE
 PIC: 956444445

[Change organisation](#) [Contact organisation](#)

Number of participants: 1

Name	Type
Tpl_Application Form (Part B) (NDI...	Rich Text Format
Tpl_Calculator (NDICI MOBAF UN)...	Microsoft Excel Worksheet
Tpl_List of Academic Programmes (...)	Microsoft Excel Worksheet

[Antonella GIORGIO](#)

[Add Partner +](#) [Add Associated partner +](#)

[SAVE](#) [SAVE AND GO TO NEXT STEP](#) [NEXT](#)

Prepare Part B in advance and upload it together with the mandatory annexes
 (and the optional ones, if any)

Proposal Forms



Upload all necessary documents of the Part B – Description of the action:

- Mandatory documents
- Optional documents

Validate and Submit the proposal

Progress bar: Create proposal (checked), Participants (checked), **Proposal forms** (active), Submit

Information: In this step you can edit the Administrative Forms and upload the proposal and its annexes. You may return to this step from the 'My Proposals' section of the Funding & Tenders Portal. Submit your proposal as early in the process as possible - you can update and resubmit an improved version many times before the call closure. Submitting a proposal will overwrite any previous versions of this same proposal - this process is irreversible. Any changes made to the proposal will not be available to the European Commission service unless resubmitted before the call closure.

Warning: Your proposal contains changes that have not yet been submitted.

Administrative forms (Part A)

Edit forms | View history | Print preview

Part B and Annexes

In this section you may upload the technical annex of the proposal (in PDF format only) and any other requested attachments.

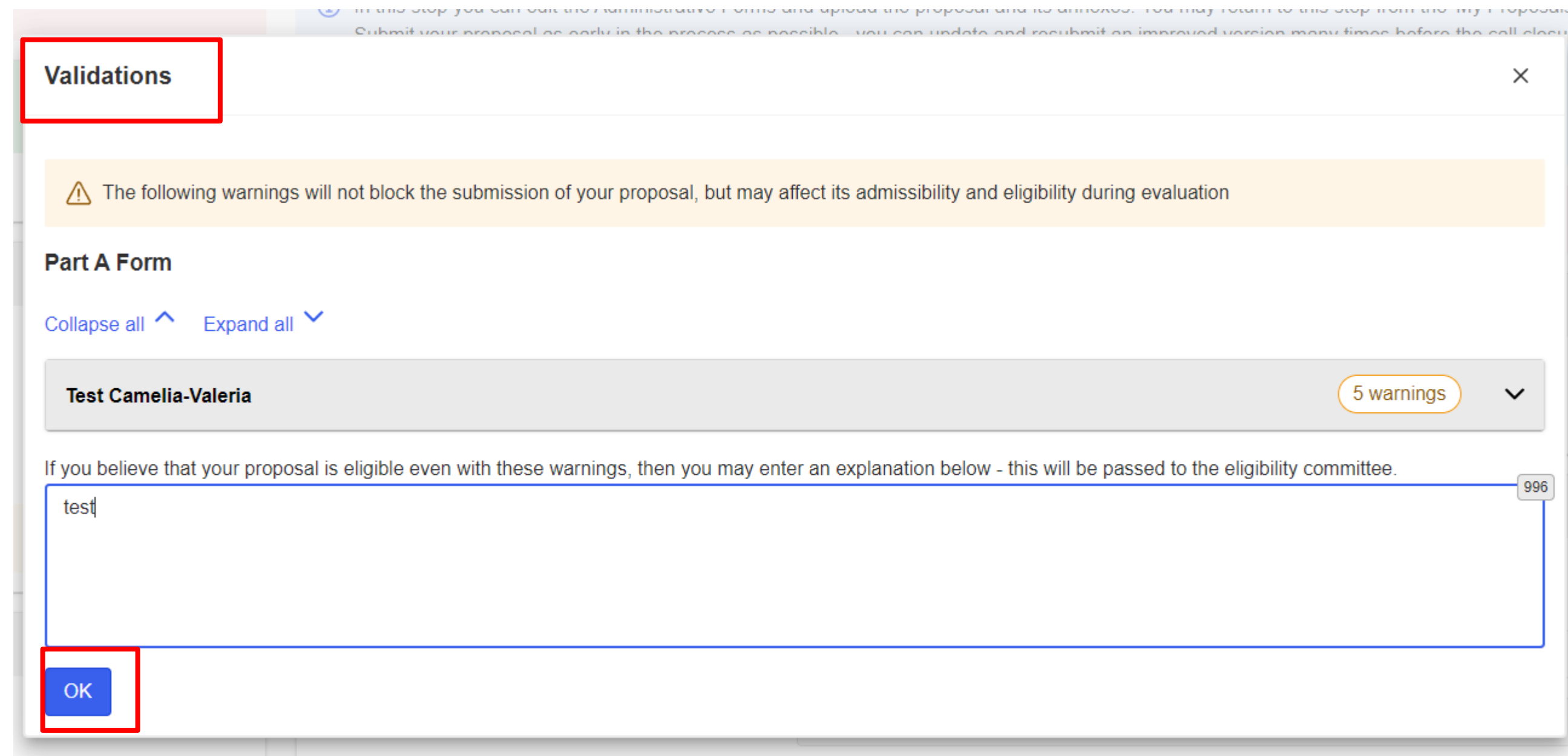
Part B *	Application_Form_Part_B_MOBAF_Test.pdf	Delete
Calculator *	Copy_of_Tpl_Calculator_test.xlsx	Delete
List of previous projects		Upload
List of academic programmes *	List_of_Academic_Programmes_Test.xlsx	Delete
Other annexes		Upload

Navigation: < BACK TO PARTICIPANTS LIST | **VALIDATE** | **SUBMIT**

Submitting the proposal



In case there are warnings not blocking the submission, you may still submit the proposal, but should provide an explanation.



The screenshot shows a 'Validations' dialog box with a close button (X) in the top right corner. A yellow warning banner at the top states: 'The following warnings will not block the submission of your proposal, but may affect its admissibility and eligibility during evaluation'. Below this, the 'Part A Form' section is visible, with 'Collapse all' and 'Expand all' options. A specific validation entry is shown for 'Test Camelia-Valeria', which has '5 warnings'. Below the validation list, a text area is provided for an explanation, with the instruction: 'If you believe that your proposal is eligible even with these warnings, then you may enter an explanation below - this will be passed to the eligibility committee.' The text 'test' is entered in this field. A blue 'OK' button is located at the bottom left of the dialog box.

Submitting the proposal



After the proposal is submitted, you have the following options, including updating the proposal before the deadline

✔ Your proposal was submitted on: **12 November 2024 13:27:07 (Brussels Local Time)**
Your proposal is part of call **NDICI-2024-MOBAF**. The call deadline is 30 January 2025 17:00:00 (Brussels Local Time).
Your proposal ID is **211112183**. This number is important and will be used as future reference during the evaluation process.

Revisit your proposal

You can edit your proposal and re-submit at any time before the deadline 30 January 2025 17:00:00 (Brussels Local Time).

The time-stamped and digitally signed PDF version of your proposal is not yet available (and may still take some time). Please contact the Helpdesk if it is not available within **24 hours** after the deadline.

You may download the spreadsheet files you attached to your proposal

You may withdraw your proposal at any time before call closure. When withdrawing, your proposal will not be considered in the evaluation stage.

Update proposal

Download

Download spreadsheets

Withdraw proposal



Check the **compliance** of the proposal with the criteria in the Call for Proposals
(Section 4 - Timetable and Deadlines; Section 5 - Admissibility and Documents, Section 11- How to submit and Application)

- ✓ Submit the application electronically via the F&TP Electronic Submission System
- ✓ Use the forms provided in the Submission System
- ✓ Submit a complete application containing all parts and mandatory annexes
- ✓ Respect the page limit for Part B of the application form (70 pages maximum)
- ✓ Respect the deadline

Application Requirements



Check the **compliance** of the proposal/consortium with the criteria of the Programme

- ✓ Eligibility Criteria (Section 6)
- ✓ Financial and Operational Capacity and Exclusion (Section 7)
- ✓ Award Criteria (Section 9)

Avoid most common mistakes

- ✓ Submitting a proposal for a scholarship, **as this Call for Proposals is open only to the consortia of higher educations institutions, not to the individuals**
- ✓ Incorrect e-mails and phones
- ✓ Wrong annexes attached
- ✓ Wrong / Missing information on partner organisations in PART A (e-form) – PART B (description)
- ✓ Discrepancies in Budget sections – Budget – PART A (administrative forms) and PART B (Annex 2 - Calculator)
- ✓ Excess pages in PART B, respect the limit of max 70 pages

Don't forget: submit your application well in advance of the deadline!

- [Regulation \(EU\) 2021/947 of the European Parliament and of the Council of 9 June 2021 establishing the Neighbourhood, Development and International Cooperation Instrument – Global Europe](#)
- [Commission Decision on the Intra-Africa Academic Mobility Scheme \(2022-2024\)](#)
- [Decision on the Intra-Africa Funding Mechanism - unit contributions](#)
- [Global Gateway in Sub-Saharan Africa](#)
- [List of Global Gateway Flagship Projects at country or regional level](#)
- [NDICI-2024-MOBAF Call Page on FTOP](#)
- [Website - Intra-Africa Academic Mobility Scheme \(2022-2027\)](#)
- [List of ongoing Intra-Africa projects](#)
- [Intra-Africa Project and Mobility Management Cluster Meeting: Conclusions from Workshops](#)
- [Brochure: Selection Results 2023 and Statistics on the previous Intra-Africa Academic Mobility Scheme:](#)
- [Intra-ACP academic mobility scheme - Scholarship holders' impact survey results - 2020](#)

Good luck!



For any question contact us at: EACEA-IntraAfrica-IntraACP@ec.europa.eu

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