Global Gateway

INTRA-AFRICA Academic Mobility Scheme (MOBAF)

Online Information Day

21 April 2023

European Education and Culture Executive Agency

Content

Where to find the calls and how to apply

Tips for newcomers and successful application

Questions and Answers

How to submit your application

Where? NEW

- Applications must be submitted through the **Funding and Tenders Portal of the European Commission (F&TP)** using the Portal Submission System

Who?

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

When?

- **Deadline:** 15 June 2023, 17:00 (Brussels time)

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

How to submit your application

- Get familiarised with on the Funding and Tenders Portal:

  Online Manual - Online Manual - Funding Tenders Opportunities (europa.eu)

  How to participate (europa.eu)

  Support overview (europa.eu)

  How to get a grant (europa.eu)

- Once identified, get support from your EU technical partner on the application system and requirements

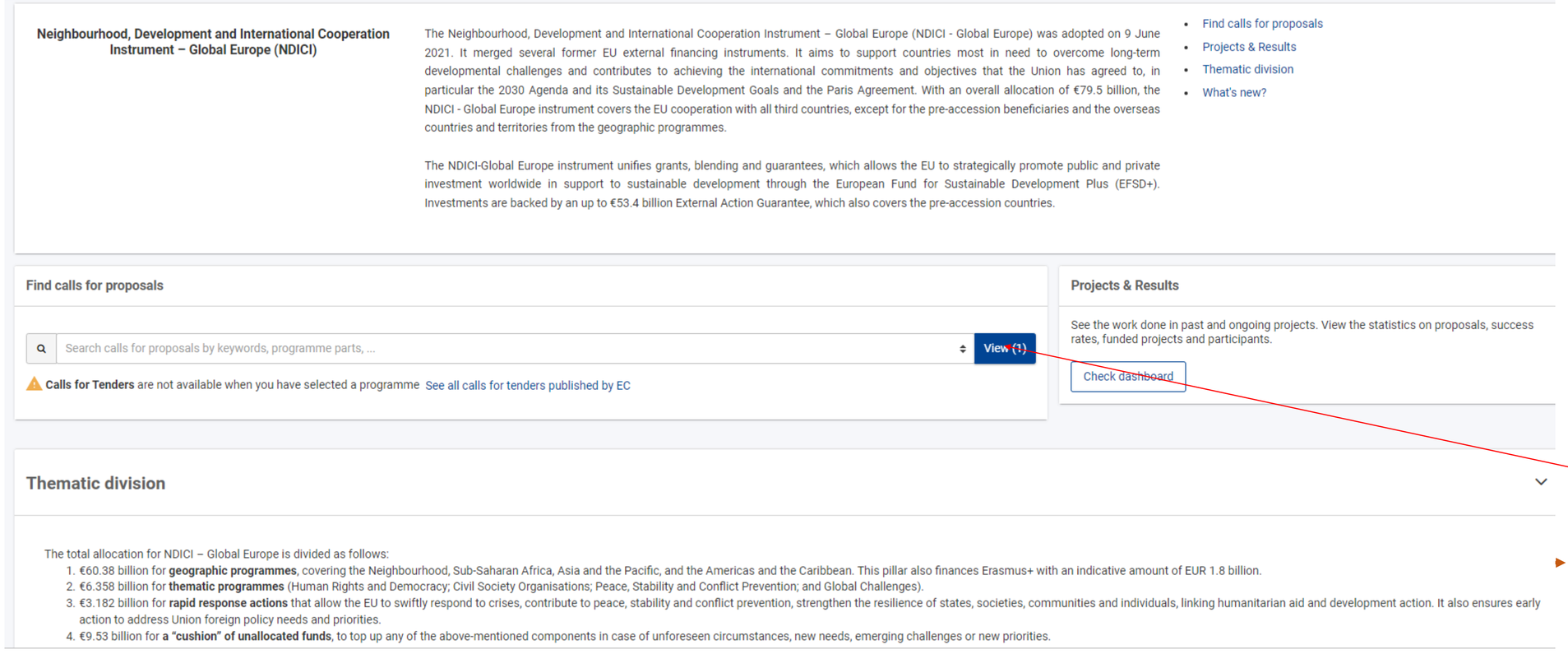
Where you can find the Intra-Africa Call in F&TP

NEW

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

Select

How to find the Intra-Africa Call in F&TP



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

The Neighbourhood, Development and International Cooperation Instrument – Global Europe (NDICI - Global Europe) was adopted on 9 June 2021. It merged several former EU external financing instruments. It aims to support countries most in need to overcome long-term developmental challenges and contributes to achieving the international commitments and objectives that the Union has agreed to, in particular the 2030 Agenda and its Sustainable Development Goals and the Paris Agreement. With an overall allocation of €79.5 billion, the NDICI - Global Europe instrument covers the EU cooperation with all third countries, except for the pre-accession beneficiaries and the overseas countries and territories from the geographic programmes.

The NDICI-Global Europe instrument unifies grants, blending and guarantees, which allows the EU to strategically promote public and private investment worldwide in support to sustainable development through the European Fund for Sustainable Development Plus (EFSD+). Investments are backed by an up to €53.4 billion External Action Guarantee, which also covers the pre-accession countries.

- Find calls for proposals
- Projects & Results
- Thematic division
- What's new?

Find calls for proposals

Search calls for proposals by keywords, programme parts, ...

View (1)

Calls for Tenders are not available when you have selected a programme See all calls for tenders published by EC

Projects & Results

See the work done in past and ongoing projects. View the statistics on proposals, success rates, funded projects and participants.

Check dashboard

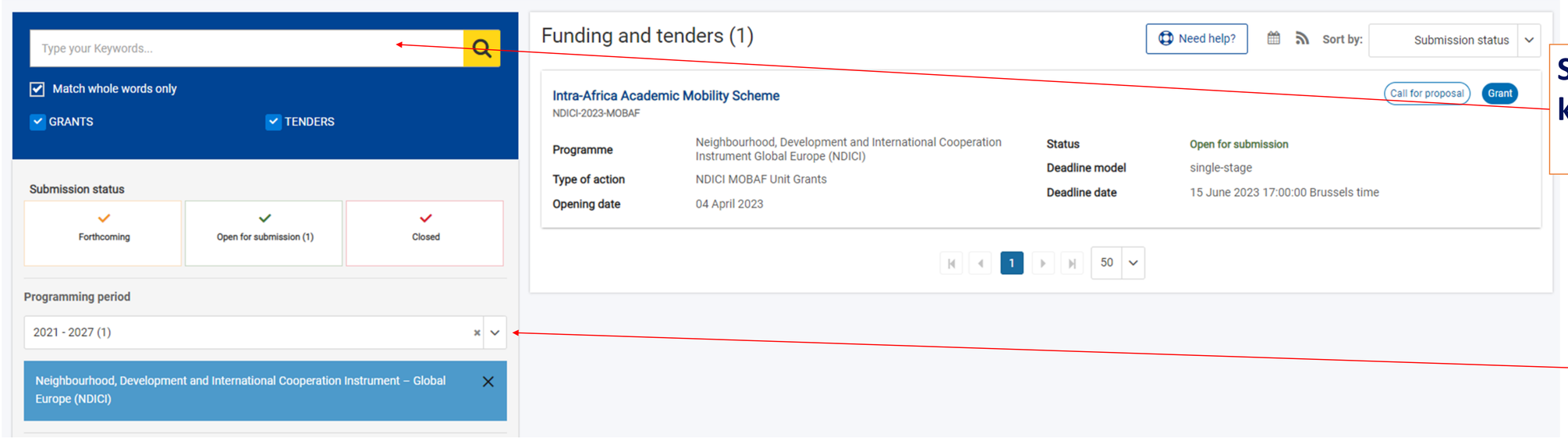
Thematic division

The total allocation for NDICI – Global Europe is divided as follows:

1. €60.38 billion for **geographic programmes**, covering the Neighbourhood, Sub-Saharan Africa, Asia and the Pacific, and the Americas and the Caribbean. This pillar also finances Erasmus+ with an indicative amount of EUR 1.8 billion.
2. €6.358 billion for **thematic programmes** (Human Rights and Democracy; Civil Society Organisations; Peace, Stability and Conflict Prevention; and Global Challenges).
3. €3.182 billion for **rapid response actions** that allow the EU to swiftly respond to crises, contribute to peace, stability and conflict prevention, strengthen the resilience of states, societies, communities and individuals, linking humanitarian aid and development action. It also ensures early action to address Union foreign policy needs and priorities.
4. €9.53 billion for **a "cushion" of unallocated funds**, to top up any of the above-mentioned components in case of unforeseen circumstances, new needs, emerging challenges or new priorities.

Click on view"

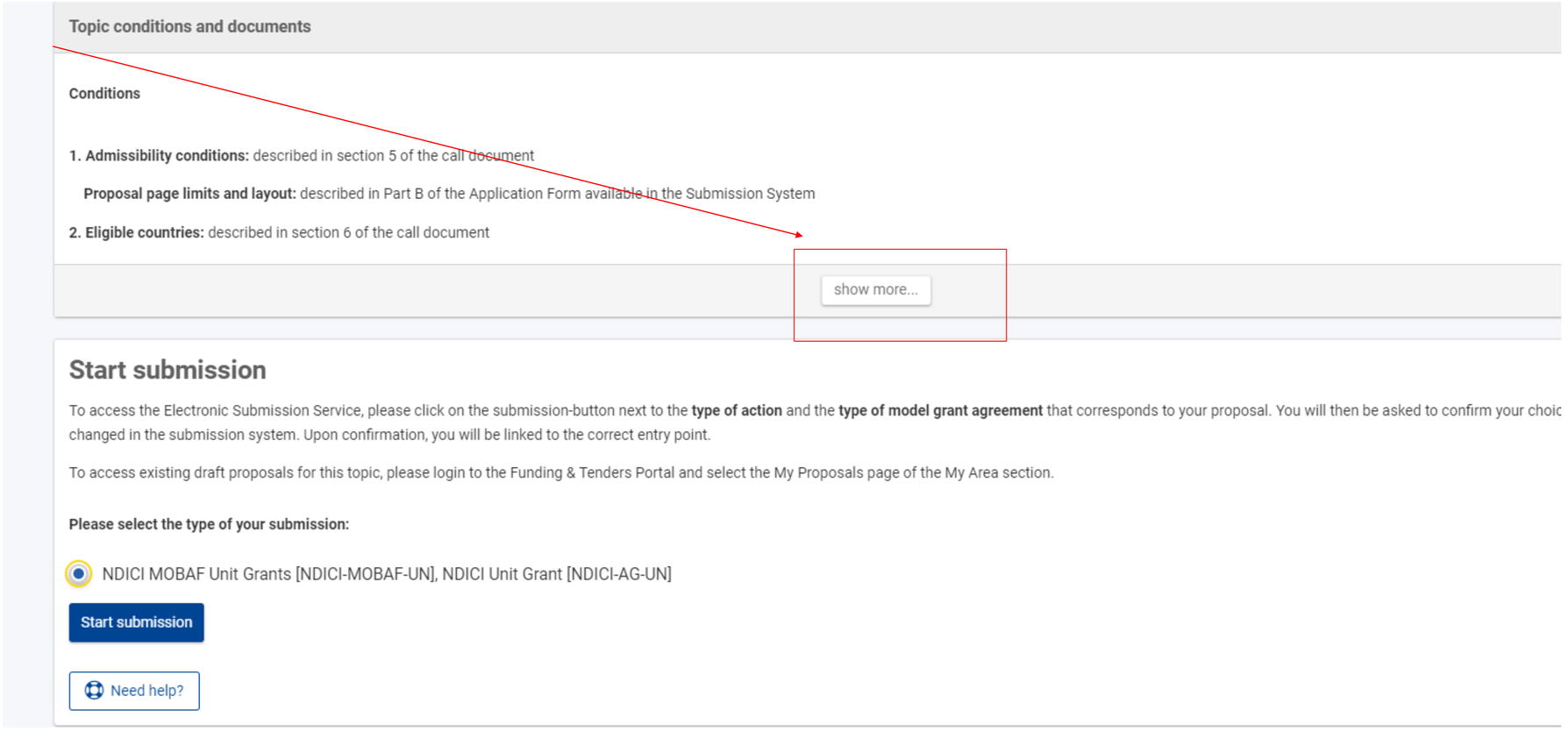
How to find the Intra-Africa Call in F&TP



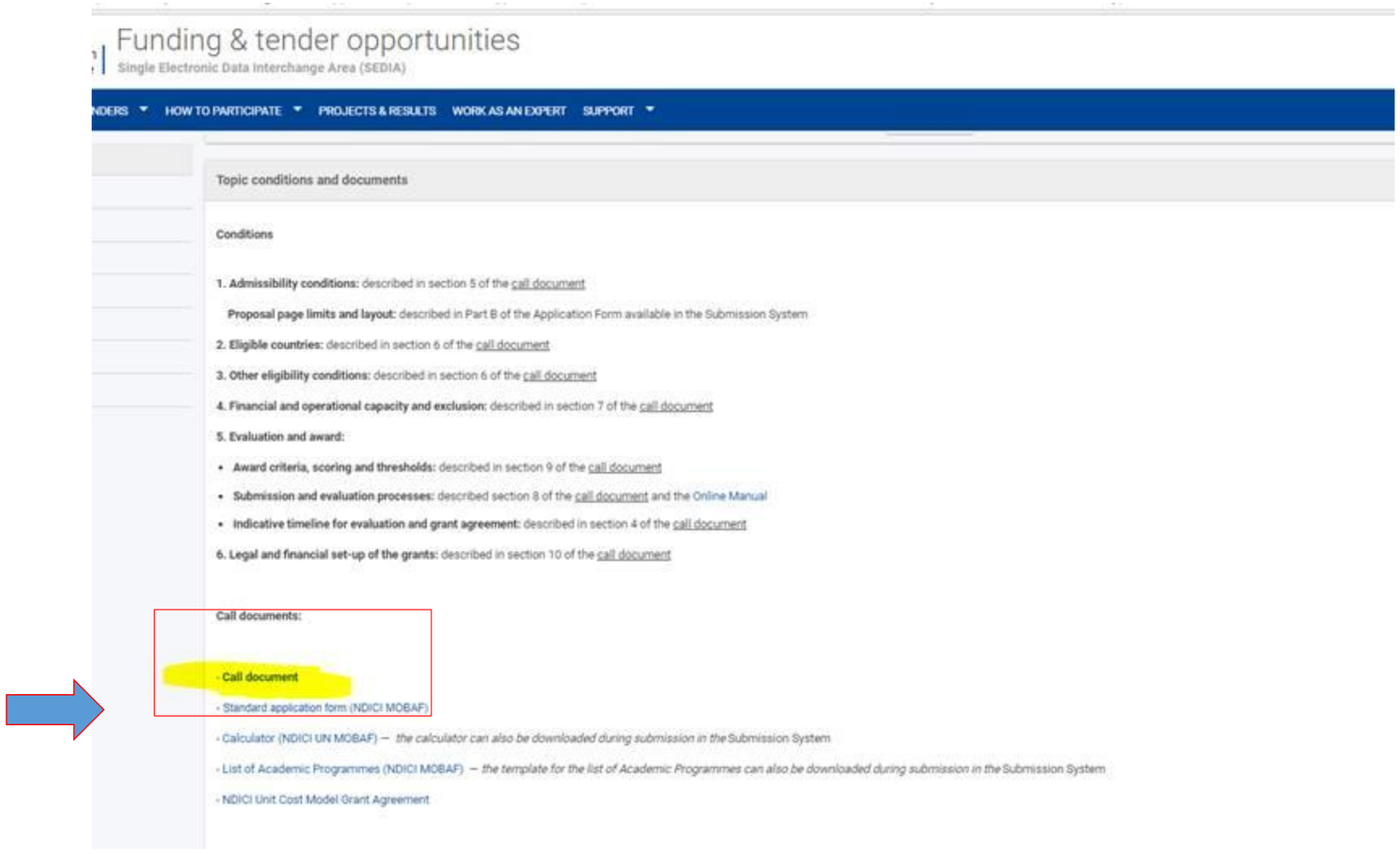
Search through key words

Select 2021-2027 as Programming Period

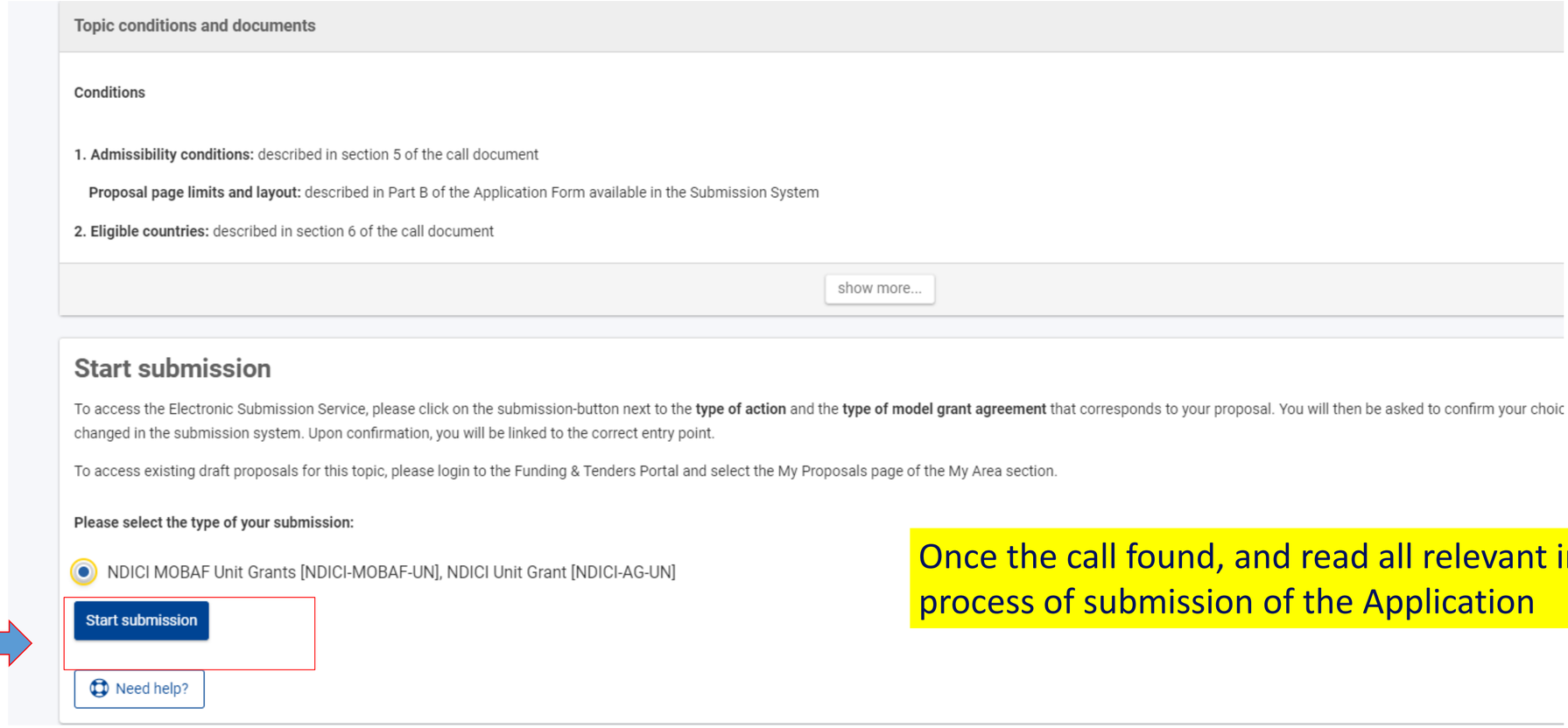
How to find the Intra-Africa Call in F&TP



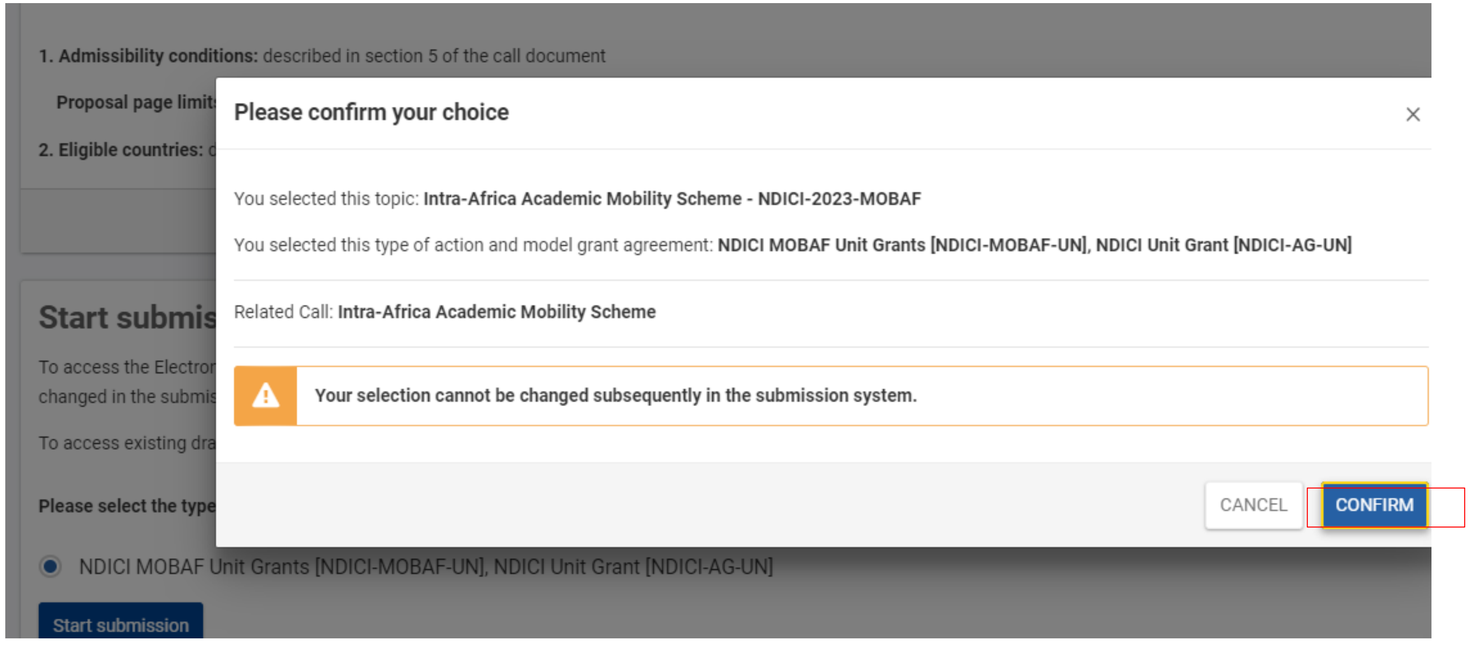
How to find the Intra-Africa Call in F&TP



How to submit your application



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


1. Admissibility conditions: described in section 5 of the call document
Proposal page limit
2. Eligible countries:
Start submis
To access the Electron
changed in the submis
To access existing dra
Please select the type
NDICI MOBAF Unit Grants [NDICI-MOBAF-UN], NDICI Unit Grant [NDICI-AG-UN]
Start submission
Please confirm your choice
You selected this topic: Intra-Africa Academic Mobility Scheme - NDICI-2023-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
CONFIRM

How to submit your application

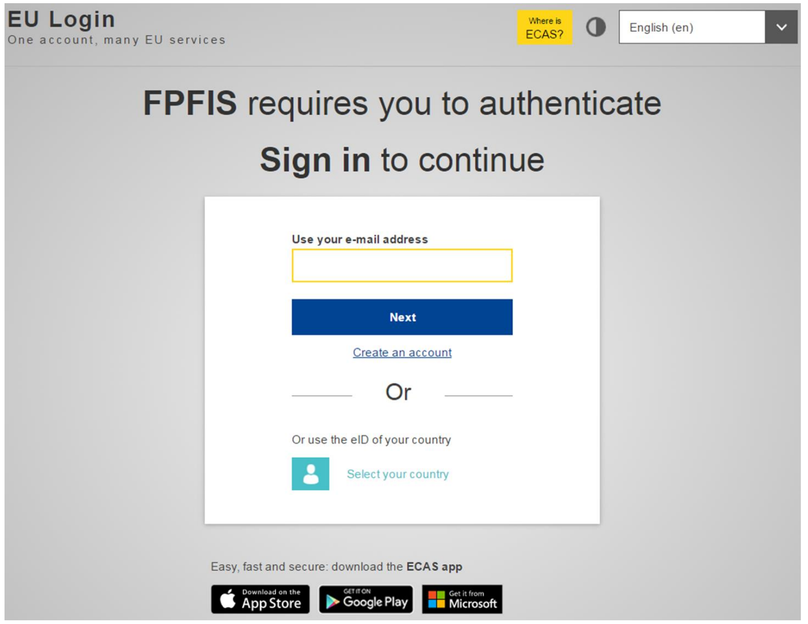
To access the system and start your submission:

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

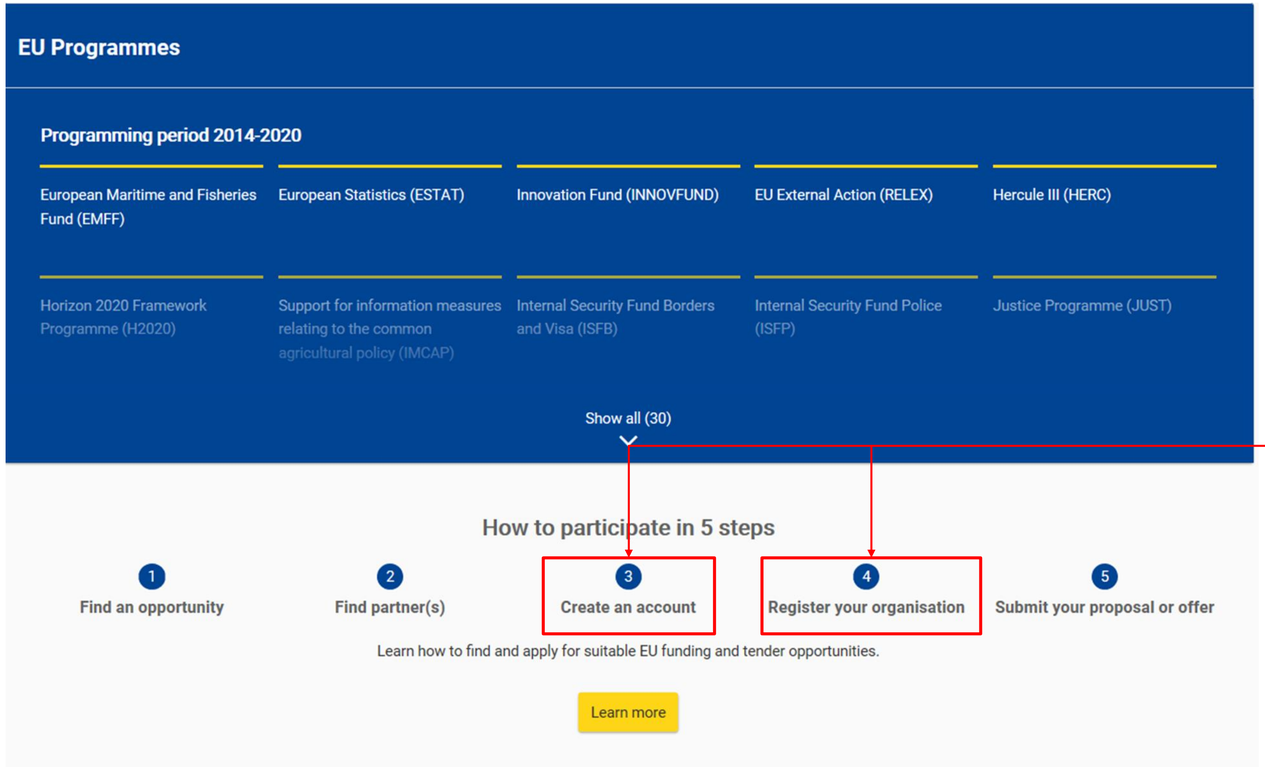
Enter your email address in the field provided, then click the **Next** button.

You will be prompted for your password.



How to submit your application

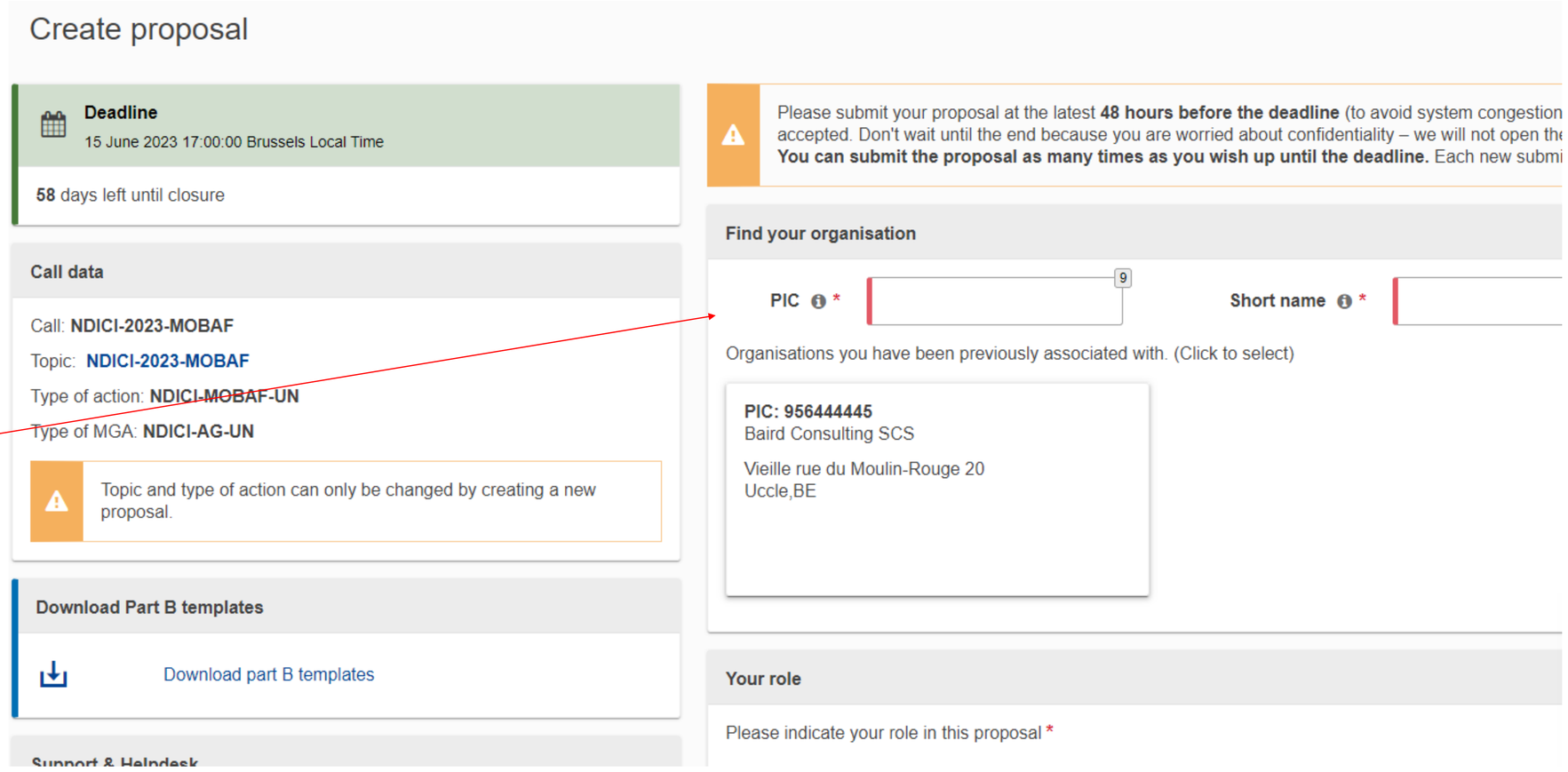
No EU Login => create an account
No PIC => register your organisation



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

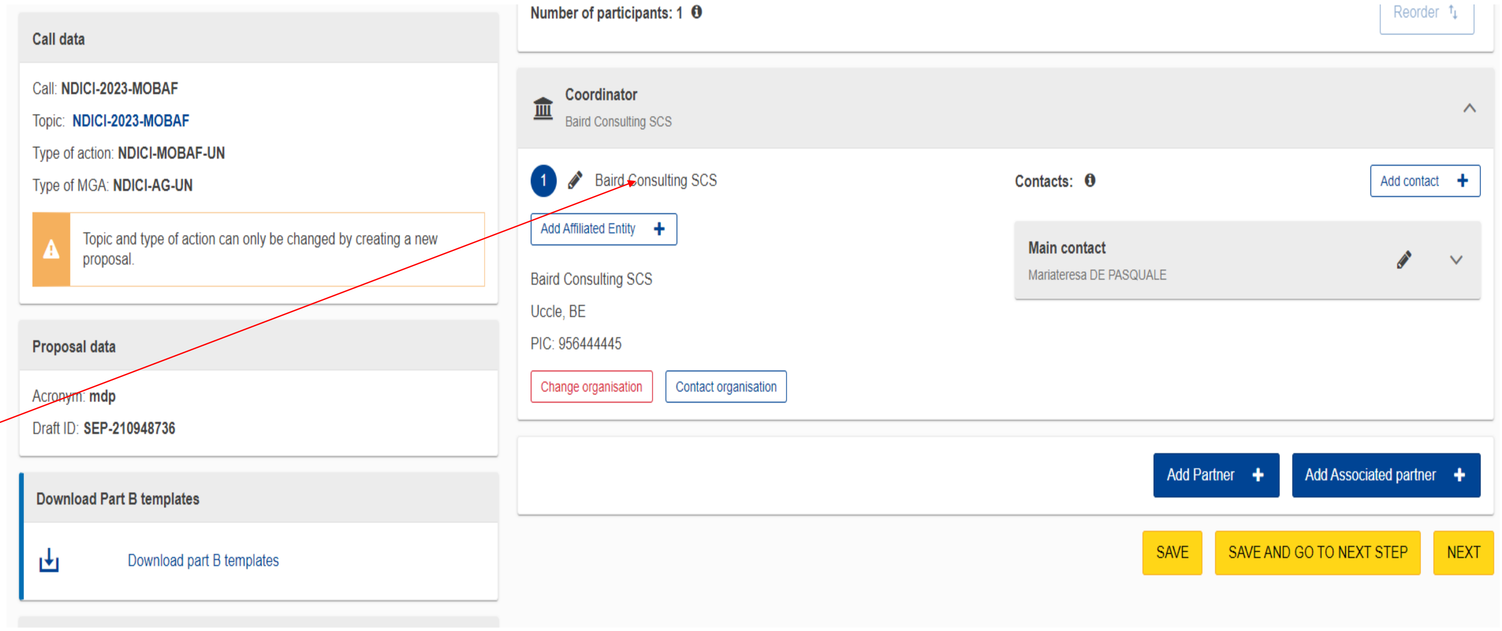
How to submit your application

You need to enter your PIC



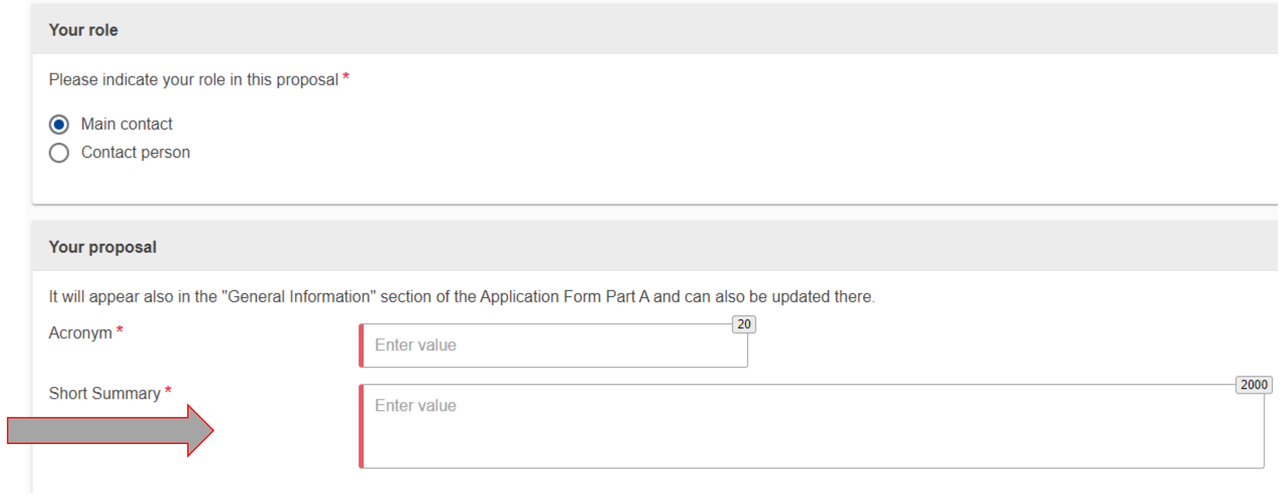
How to submit your application

You need to fill in all the Coordinator information



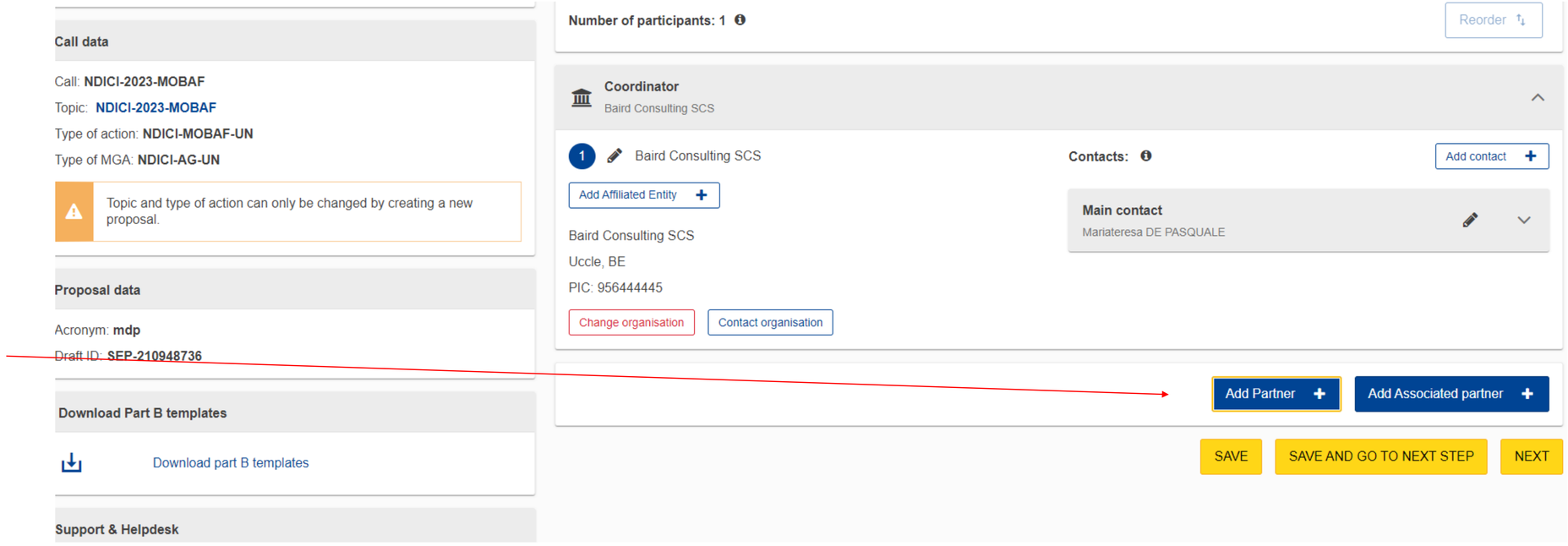
How to submit your application

Fill in the summary and move to the next step



How to submit your application

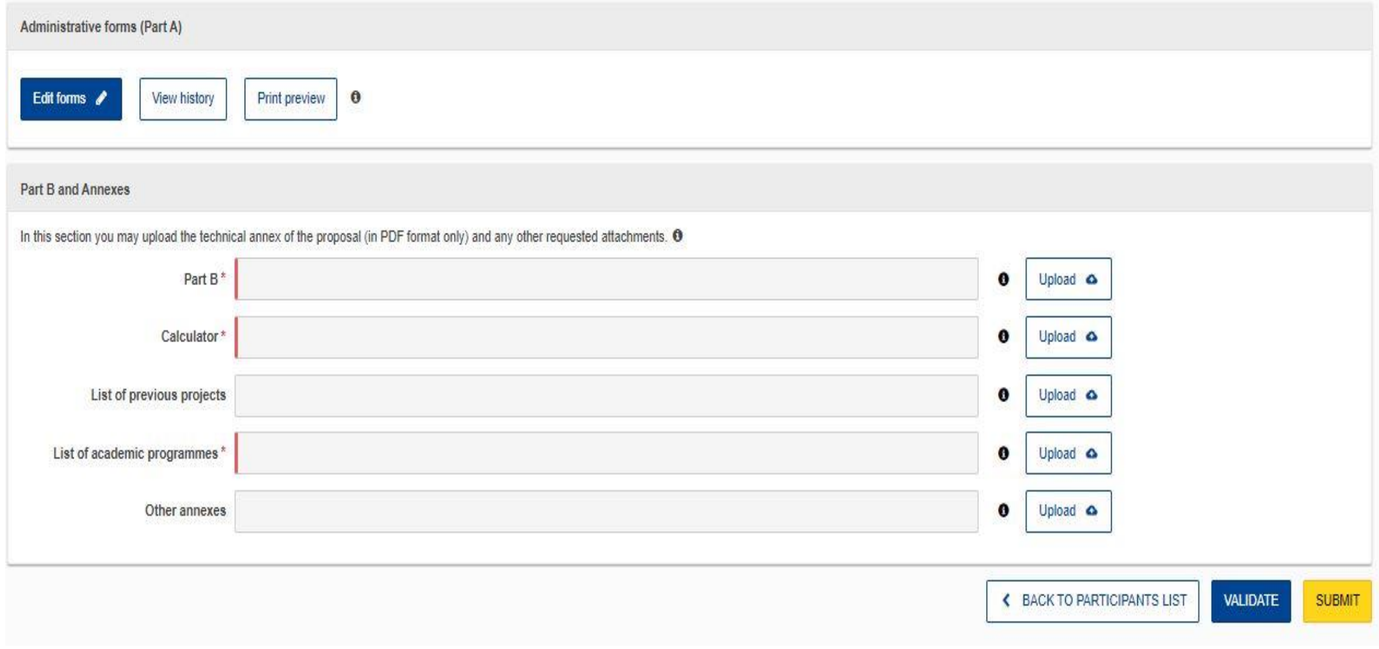
Partners can be added via the appropriate Icon
If selected, you will have to search its PIC and follow the same steps



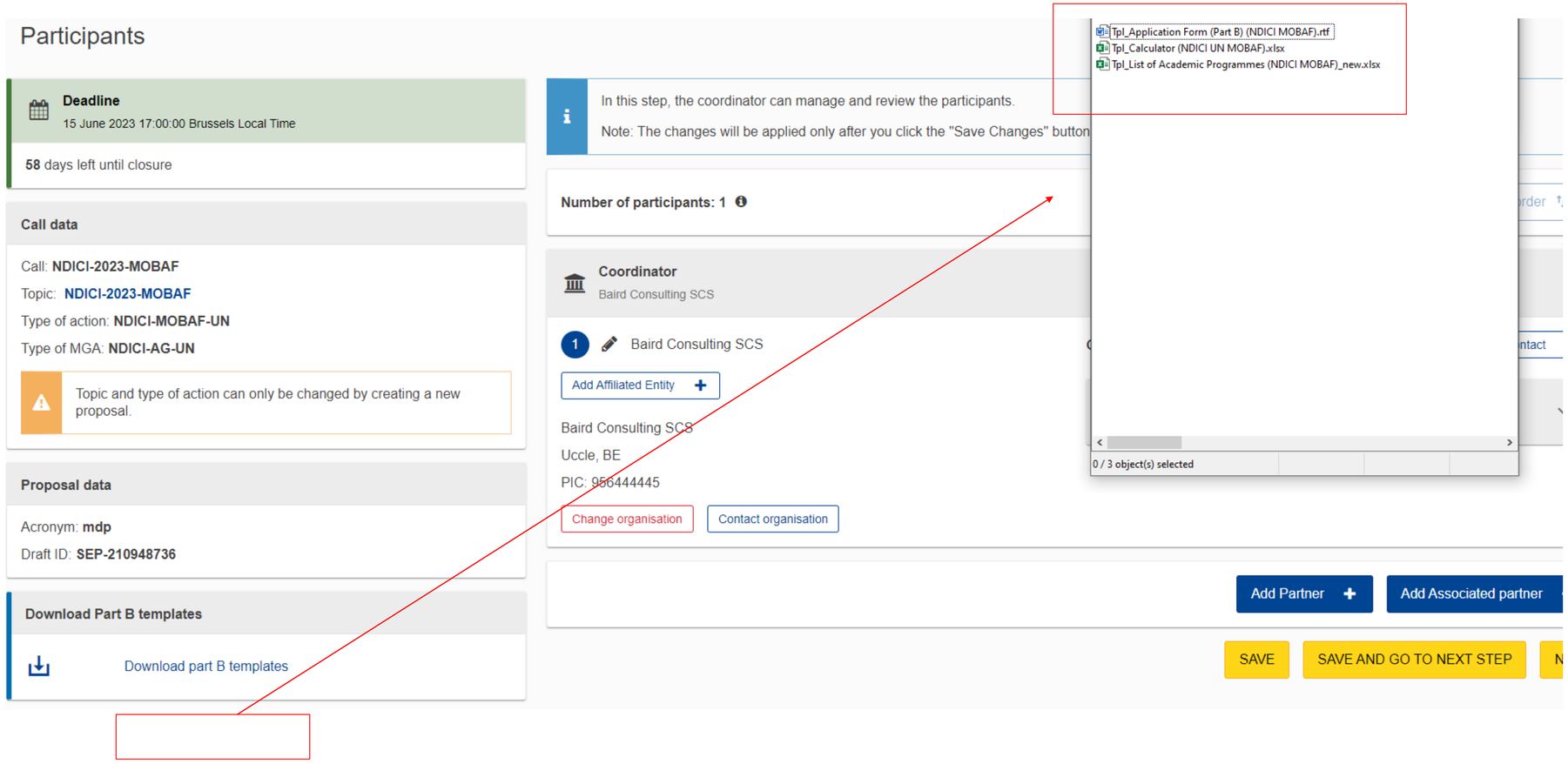
How to submit your application: Application package Part B and annexes

Mandatory documents

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



How to submit your application: Part B and annexes



Edit and complete proposal: download the 3 attachments:

- **Part B - DoA**
- **Budget Calculator**
- **List of academic Programmes**

➢ **Prepare Part B in advance and upload it together with the mandatory annexes (and the optional ones if applicable)**

Global Gateway

Edit and complete proposal: fill in the 3 attachments:

- **Part B – DoA**
- **Budget Calculator**
- **List of academic Programmes**

TECHNICAL DESCRIPTION (PART B)

COVER PAGE

Part B of the Application Form must be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system. Page 1 with the grey IMPORTANT NOTICE box should be deleted before uploading.

***Note:** Please read carefully the conditions set out in the Call document (for open calls: published on the Portal). Pay particular attention to the award criteria; they explain how the application will be evaluated.*

PROJECT	
Project name:	[project title]
Project acronym:	[acronym]
Coordinator contact:	[name NAME], [organisation name]

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Calculation of max. GRANT amount

Please enter data only in cells highlighted in blue

					VALIDATION	VALID
					Heading NDICI	
	Unit costs (EUR)	Nr. Scholarship holders *(indicative)*	Percentage of scholarship holders per type of mobility *(indicative)*	Average Nr. of months per scholarship holder *(indicative)*	Total Person-months	***Maximum GRANT amount (EUR)***
A. Contribution for scholarships						
Master students	€ 890		#DIV/0!		-	-
Doctoral candidates	€ 1.230		#DIV/0!		-	-
Trainees	€ 1.230		#DIV/0!		-	-
Staff members	€ 2.370		#DIV/0!		-	-
Sub totals		-	#DIV/0!		-	
Total Contribution for scholarship holders						***0***
B. Institutional contribution	€ 900				-	***0***
					Number of special needs units	
C. Contribution for special needs	€ 60.000				-	***0***
GRAND TOTAL						***0***

LIST OF ACADEMIC PROGRAMMES*

Project Acronym: .....

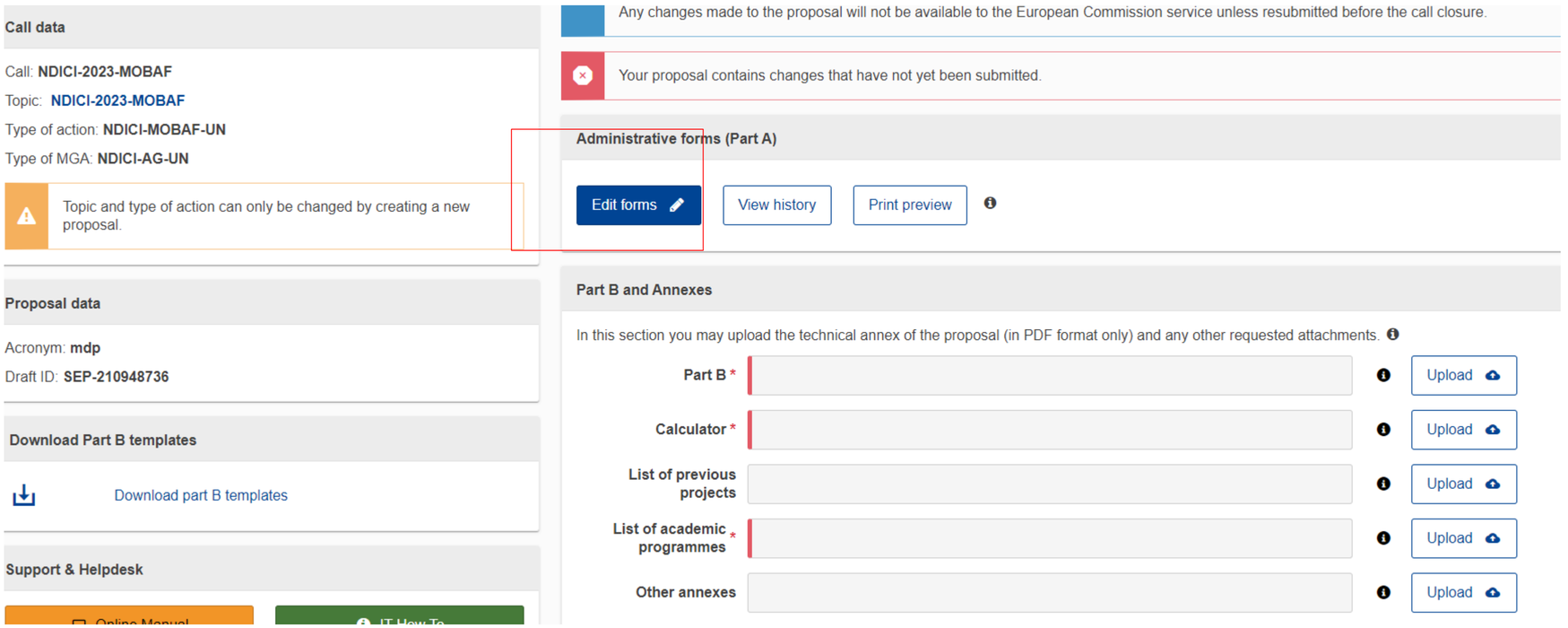
Beneficiary name	Country**	Type of programme**	Name of the programme	Thematic field of study	Details on the accreditation obtained (institution and date)

** Please submit this list only in xls format.*
*** Please select from the drop-down menu.*

=> common mistake: use of different templates => REJECTED

How to submit your application

Edit Part A

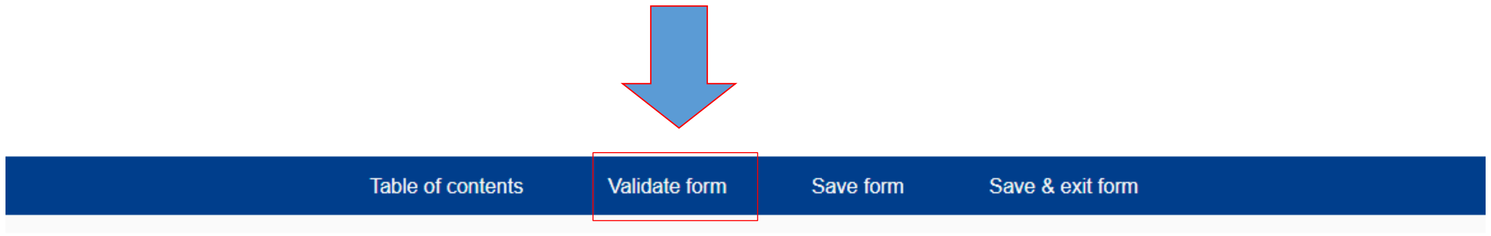


- **Complete Part A directly on the Portal**

How to submit your application

Edit and complete the eForm of the Part A

How can you submit your application



WARNING/ ATTENTION

- **Errors mean that mandatory information is missing and the proposal cannot be submitted until these errors are corrected.**
- **Warning messages do not block submission, but they indicate missing information. Ideally, these should be addressed by correcting the information provided**

Application Requirements

- 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
- 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

- Encode correct e-mails and phones in contact details
- Wrong annexes attached
- Wrong / Missing information on partner organisations in PART A (e-form) – PART B (description)
- Discrepancies in Budget sections – Budget – PART A (e-form) and PART B (Excel)
- Excess pages in PART B, respect the limit of max 70 pages

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

Further steps if selected for the grant

PIC validation

1. If your proposal is successful, you will be contacted by the CENTRAL VALIDATION SERVICE (REA) for the validation of your PIC registration data. Validation is needed only for certain types of participants Beneficiaries; it is not needed for Associated Partners, Subcontractors or other participants.

The Central Validation Service will contact the person who registered the organization and ask them to:

- Upload official supporting documents (via the My Organizations page) and the documents that are required will be listed in the notification you receive.

Further steps if selected for the grant

LEAR appointment

2. Parallel to the validation of your organization, you will be requested by the Central Validation Service to appoint your Legal Entity Appointed Representative (LEAR).

- The LEAR (Legal Entity Appointed Representative) is a person, usually an administrative staff member in the central administration, appointed by the legal representative of the organization (CEO, rector, Director-General, etc.).
- His/her tasks are to manage the legal and financial information of the organization in the Participant Register on the Funding & Tenders Portal and to provide and update the list of persons in his/her organization who are authorized to sign grant agreements (LSIGN) or financial statements (FSIGN). For more details see the Online Manual in the F&TP of the EC.

- https://webgate.ec.europa.eu/funding-tenders-opportunities/display/OM/LEAR+appointment+and+validation

Good luck !

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

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