

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



SEARCH FUNDING & TENDERS	HOW TO PARTICIPATE	PROJECTS & RESULTS	WORK AS AN EXPERT	SUPPORT	
Asylum, Migration and Integration Fund (AMIF)	Border Management and Visa Policy Instrument (BMVI)	Citizens, Equality, Rights and Values Programme (CERV)	Connecting Europe Facility (CEF)	Creative Europe Programme (CREA)	Customs Control Equipment Instrument (CCEI)
Customs Programme (CUST)	Digital Europe Programme (DIGITAL)	Erasmus+ (ERASMUS+)	EU External Action (RELEX)	EU4Health Programme (EU4H)	Euratom Research and Training Programme (EURATOM)
Europe Direct (ED)	European Defence Fund (EDF)	European Maritime, Fisheries and Aquaculture Fund (EMFAF)	European Parliament (EP)	European Social Fund + (ESF)	European Solidarity Corps (ESC)
Fiscalis Programme (FISC)	Horizon Europe (HORIZON)	Information Measures for the EU Cohesion policy (IMREG)	Innovation Fund (INNOVFUND)	Internal Security Fund (ISF)	Interregional Innovation Investments Instrument (I3)
Just Transition Mechanism (JTM)	Justice Programme (JUST)	Neighbourhood, Development and International Cooperation Instrument – Global Europe (NDICI)	Pilot Projects and Preparation Actions (PPPA)	Programme for the Environment and Climate Action (LIFE)	Programme for the Protection of the Euro against Counterfeiting (PERICLES IV)

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



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](#)

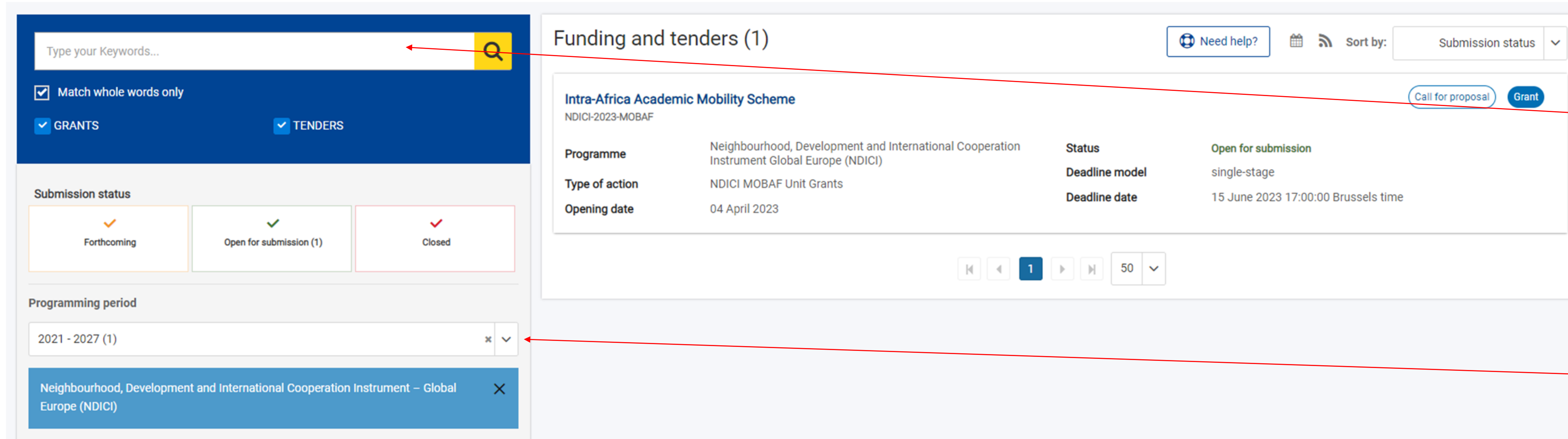
Thematic division

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



The screenshot shows the 'Funding and tenders (1)' search results page. On the left, there are filters for 'Submission status' (Forthcoming, Open for submission (1), Closed) and 'Programming period' (2021 - 2027 (1)). A search bar at the top left contains the text 'Type your Keywords...'. The main content area displays the details for the 'Intra-Africa Academic Mobility Scheme' (NDICI-2023-MOBAF), including its programme, type of action, opening date, status, deadline model, and deadline date. A 'Call for proposal' button is visible next to the search results.

Programme	Neighbourhood, Development and International Cooperation Instrument Global Europe (NDICI)	Status	Open for submission
Type of action	NDICI MOBAF Unit Grants	Deadline model	single-stage
Opening date	04 April 2023	Deadline date	15 June 2023 17:00:00 Brussels time

Search through
key words

Select 2021-2027
as Programming
Period

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

Topic conditions and documents

Conditions

1. **Admissibility conditions:** described in section 5 of the call document

Proposal page limits and layout: described in Part B of the Application Form available in the Submission System

2. **Eligible countries:** described in section 6 of the call document

[show more...](#)

Start submission

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 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](#)

[Need help?](#)

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

Funding & tender opportunities
Single Electronic Data Interchange Area (SEDIA)

NDERS ▾ HOW TO PARTICIPATE ▾ PROJECTS & RESULTS WORK AS AN EXPERT SUPPORT ▾

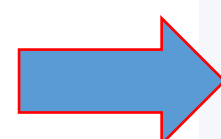
Topic conditions and documents

Conditions

1. **Admissibility conditions:** described in section 5 of the [call document](#)
Proposal page limits and layout: described in Part B of the Application Form available in the Submission System
2. **Eligible countries:** described in section 6 of the [call document](#)
3. **Other eligibility conditions:** described in section 6 of the [call document](#)
4. **Financial and operational capacity and exclusion:** described in section 7 of the [call document](#)
5. **Evaluation and award:**
 - **Award criteria, scoring and thresholds:** described in section 9 of the [call document](#)
 - **Submission and evaluation processes:** described section 8 of the [call document](#) and the [Online Manual](#)
 - **Indicative timeline for evaluation and grant agreement:** described in section 4 of the [call document](#)
6. **Legal and financial set-up of the grants:** described in section 10 of the [call document](#)

Call documents:

- **Call document**
- Standard application form (NDICI MOBAF)
- 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



How to submit your application

Topic conditions and documents

Conditions

1. **Admissibility conditions:** described in section 5 of the call document

Proposal page limits and layout: described in Part B of the Application Form available in the Submission System

2. **Eligible countries:** described in section 6 of the call document

show more...

Start submission

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 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.

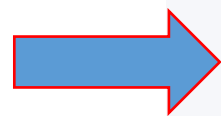
Please select the type of your submission:

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

Start submission

 Need help?

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: d

Start submission

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

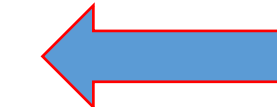
Please confirm your choice ×

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.**



To access the system and start your submission:

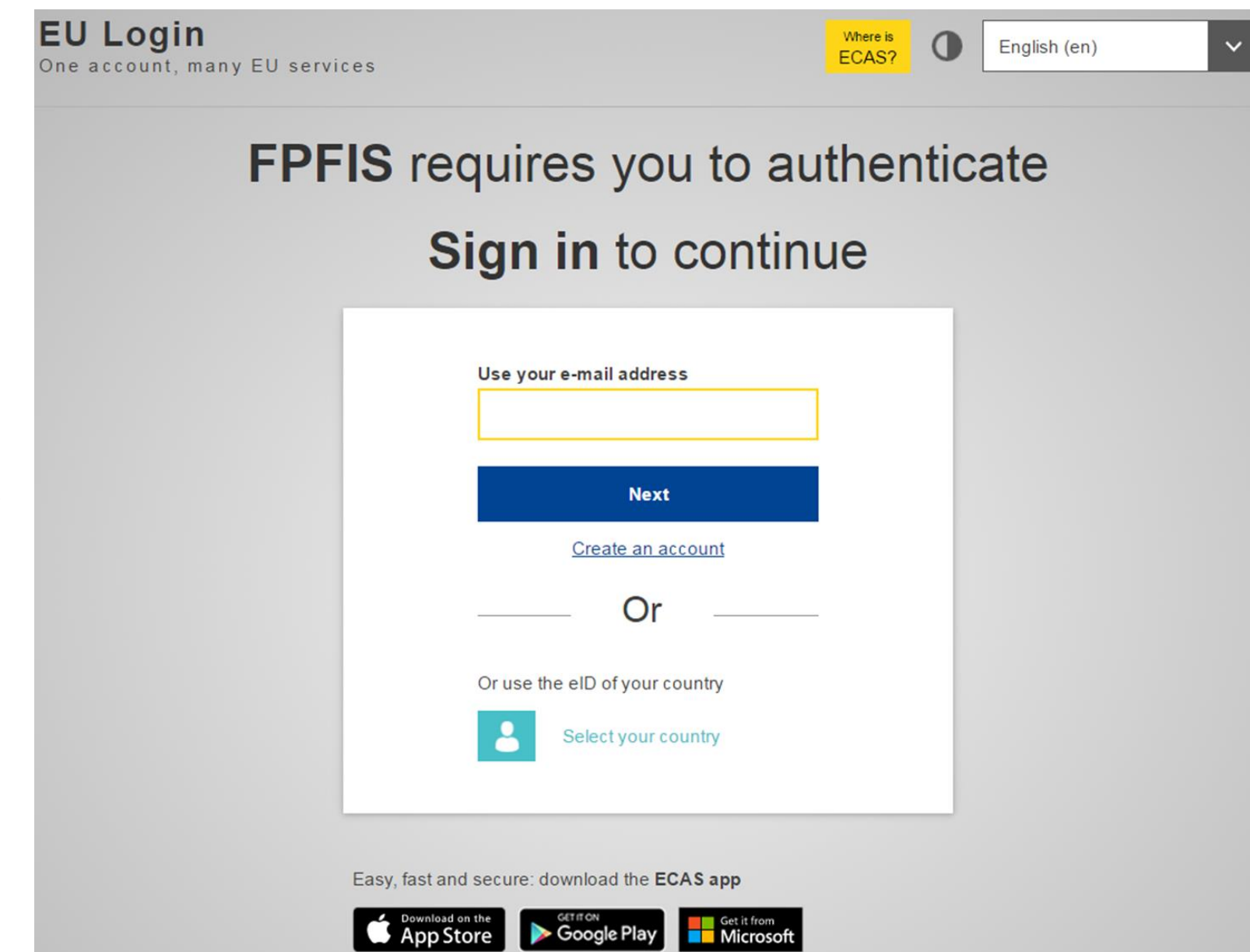


1. As applicant: a valid EU Login
2. Your Organization has a 9-digit PIC (Participant Identification Code)

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.

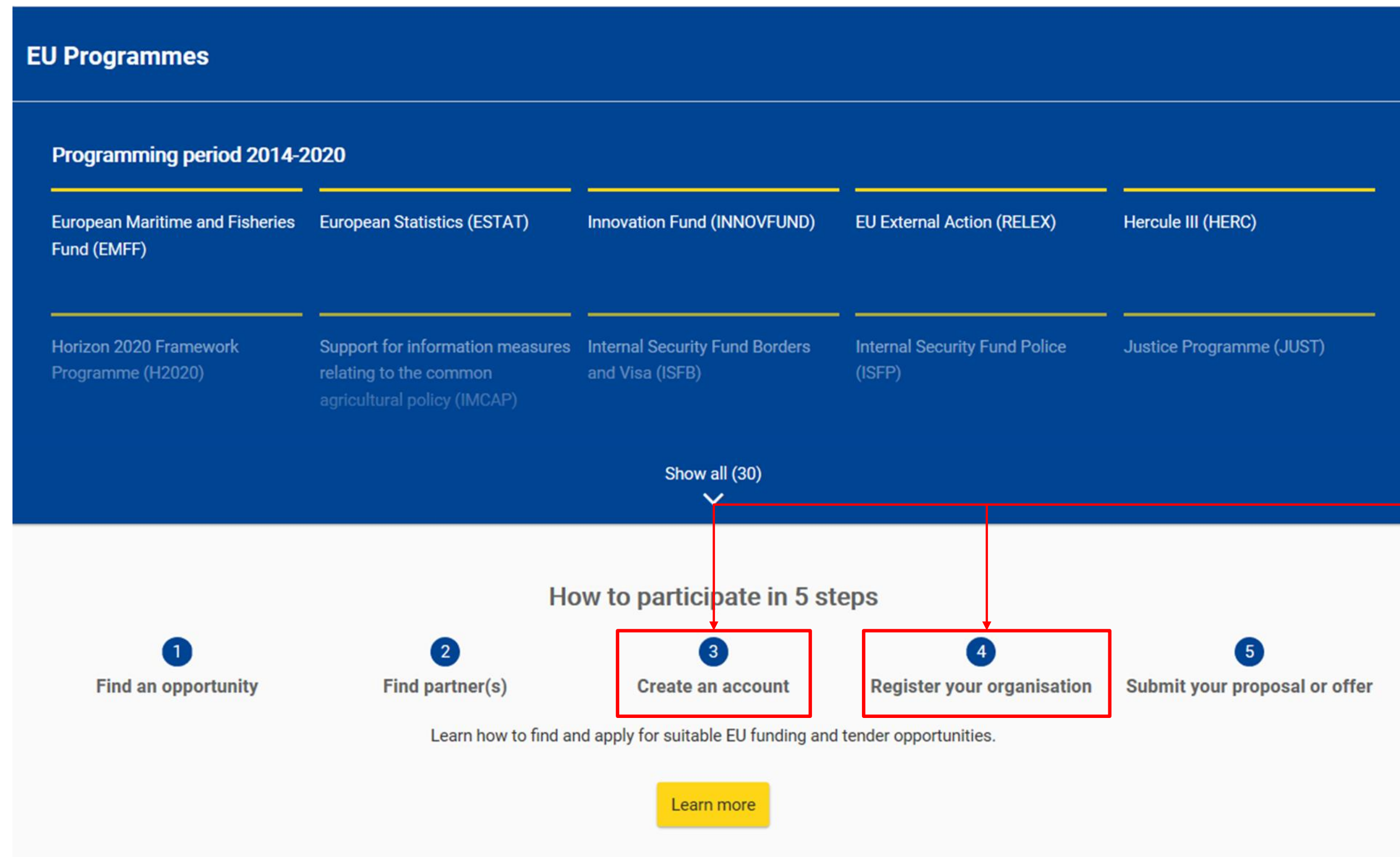


The screenshot shows the EU Login interface. At the top, it says "EU Login" and "One account, many EU services". There are links for "Where is ECAS?" and "English (en)". The main heading is "FPFIS requires you to authenticate" followed by "Sign in to continue". Below this is a white box with a form.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

How to submit your application

No EU Login => create an account

No PIC => register your organisation



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)

Show all (30)

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

How to submit your application



You need
to enter
your PIC

Create proposal

Deadline
15 June 2023 17:00:00 Brussels Local Time


58 days left until closure

Call data

Call: **NDICI-2023-MOBAF**
Topic: **NDICI-2023-MOBAF**
Type of action: **NDICI-MOBAF-UN**
Type of MGA: **NDICI-AG-UN**

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



Download Part B templates

 Download part B templates

Support & Helpdesk

Find your organisation

Please submit your proposal at the latest **48 hours before the deadline** (to avoid system congestion accepted. Don't wait until the end because you are worried about confidentiality – we will not open the **You can submit the proposal as many times as you wish up until the deadline.** Each new submission will be considered.

PIC  * ⁹ **Short name**  *

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

PIC: 956444445
Baird Consulting SCS
Vieille rue du Moulin-Rouge 20
Uccle, BE

Your role

Please indicate your role in this proposal *

How to submit your application



You need to fill
in all the
Coordinator
information

Number of participants: 1 ⓘ Reorder ↕

Call data


Call: **NDICI-2023-MOBAF**
Topic: **NDICI-2023-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: **mdp**
Draft ID: **SEP-210948736**

Download Part B templates

 [Download part B templates](#)

Coordinator ↑

 Baird Consulting SCS

1  Baird Consulting SCS

Contacts: 0 Add contact +

Main contact ✎ ▼

Mariateresa DE PASQUALE

Baird Consulting SCS
Uccle, BE
PIC: 956444445

Change organisation Contact organisation

Add Partner + Add Associated partner +

SAVE SAVE AND GO TO NEXT STEP NEXT

How to submit your application



Fill in the summary
and move to the next
step

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 * 20

Short Summary * 2000

A thick red arrow with a black outline, pointing horizontally to the right, positioned below the "Short Summary" label.


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.

Call data


Call: **NDICI-2023-MOBAF**
Topic: **NDICI-2023-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: **mdp**
Draft ID: **SEP-210948736**




Download Part B templates


 Download part B templates

Support & Helpdesk

Number of participants: 1  Reorder 



Coordinator
 Baird Consulting SCS

1  Baird Consulting SCS Contacts:  Add contact 



Add Affiliated Entity 

Baird Consulting SCS
Uccle, BE
PIC: 956444445

Change organisation Contact organisation

Add Partner  Add Associated partner 

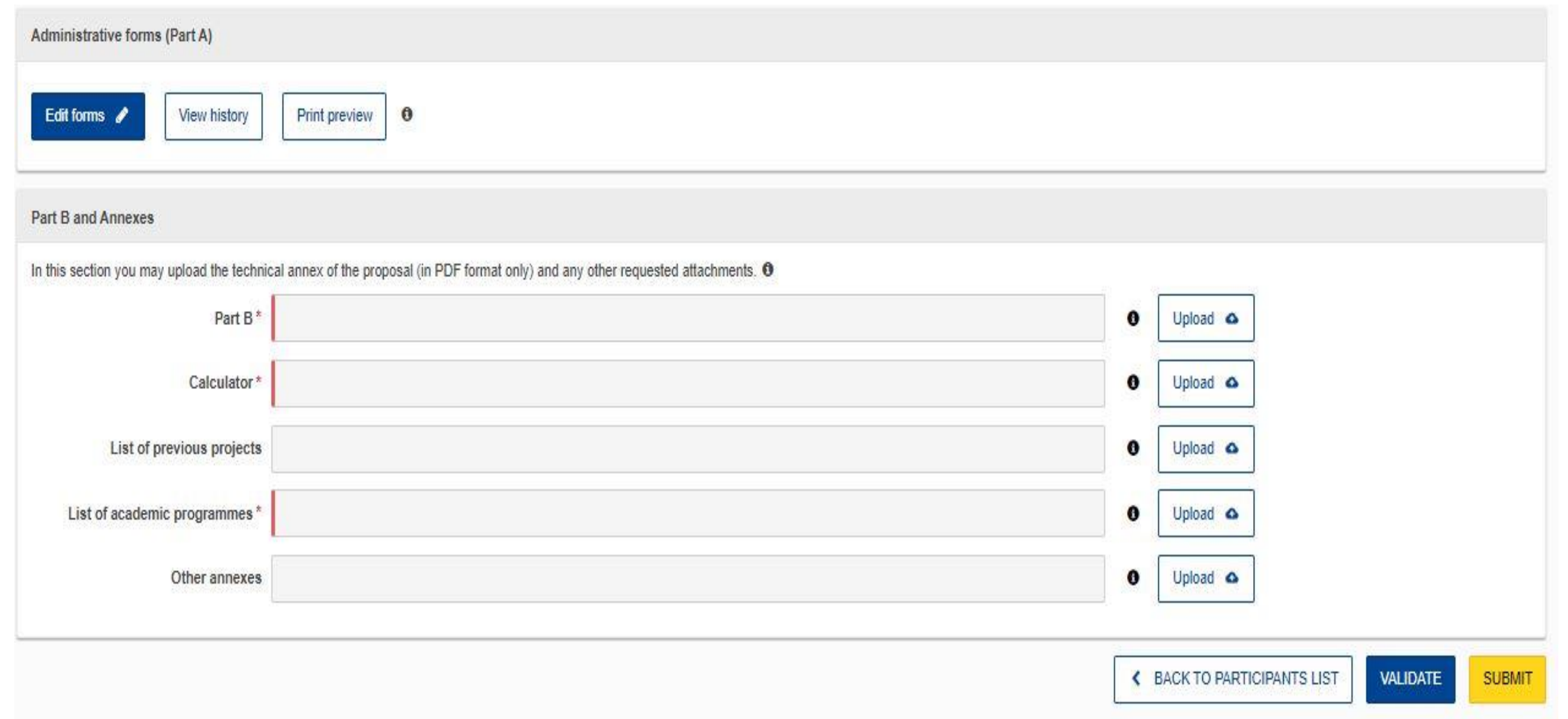
SAVE SAVE AND GO TO NEXT STEP NEXT

Main contact
Mariateresa DE PASQUALE  

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



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

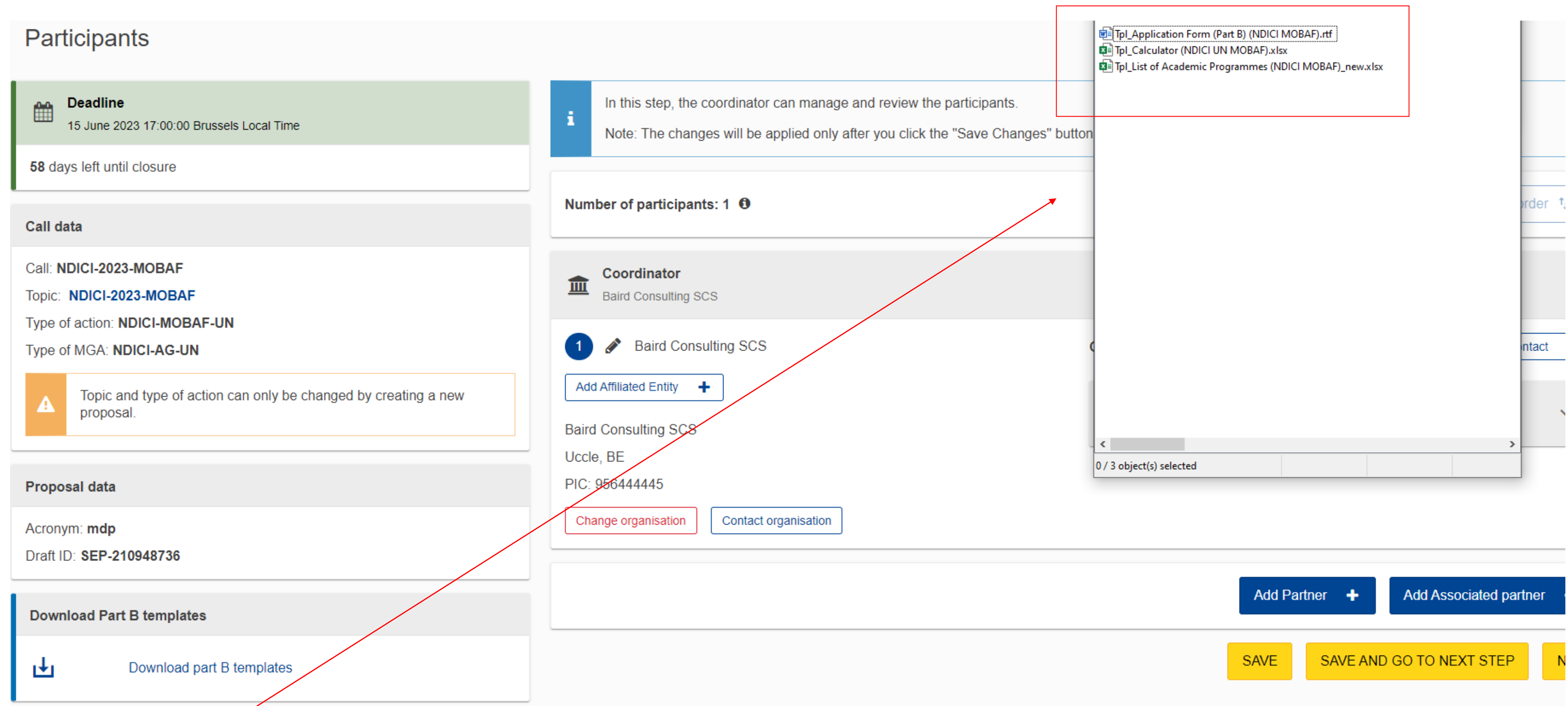
← BACK TO PARTICIPANTS LIST VALIDATE SUBMIT

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



The screenshot shows the 'Participants' management interface. On the left, there are sections for 'Deadline' (15 June 2023 17:00:00 Brussels Local Time, 58 days left), 'Call data' (Call: NDICI-2023-MOBAF, Topic: NDICI-2023-MOBAF, Type of action: NDICI-MOBAF-UN, Type of MGA: NDICI-AG-UN), and 'Proposal data' (Acronym: mdp, Draft ID: SEP-210948736). A warning message states: 'Topic and type of action can only be changed by creating a new proposal.' Below these is a 'Download Part B templates' section with a 'Download part B templates' button. On the right, the 'Coordinator' section shows 'Baird Consulting SCS' with a list of affiliated entities. A red box highlights the 'Download part B templates' button, and a red arrow points from it to a file upload window. The upload window shows three files: 'Tpl_Application Form (Part B) (NDICI MOBAF).rtf', 'Tpl_Calculator (NDICI UN MOBAF).xlsx', and 'Tpl_List of Academic Programmes (NDICI MOBAF)_new.xlsx'. At the bottom right, there are buttons for 'Add Partner', 'Add Associated partner', 'SAVE', and 'SAVE AND GO TO NEXT STEP'.

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

Edit Part A

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.

Call data

Call: **NDICI-2023-MOBAF**
Topic: **NDICI-2023-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.

Administrative forms (Part A)

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

Proposal data

Acronym: **mdp**
Draft ID: **SEP-210948736**

Download Part B templates






⬇ Download part B templates

Support & Helpdesk

[Online Manual](#) [IT How To](#)

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



How to submit your application

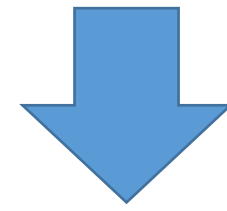


Table of contents Validate form Save form Save & exit form

Application forms

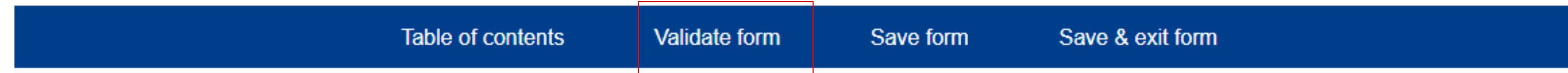
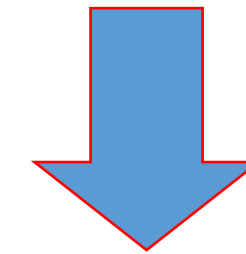
Call: NDICI-2023-MOBAF
(Intra-Africa Academic Mobility Scheme)

Topic: NDICI-2023-MOBAF
Type of Action: NDICI-MOBAF-UN
(NDICI MOBAF Unit Grants)

Proposal number: SEP-210948575
Proposal acronym: SCS
Type of Model Grant Agreement: NDICI Unit Grant

Edit and complete
the eForm of the
Part A

How can you submit your application



Application forms

Validation result

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**

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).

Section

Description

General Information

This section has not been validated yet

Show Error

Baird Consulting SCS

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



- 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

F&TP Service Desk:

 EC-FUNDING-TENDER-SERVICE-DESK@ec.europa.eu

 +32 2 29 92222

