

# The Paris Region Fellowship Programme

## Frequently Asked Questions – V2.1

---

### TABLE OF CONTENT

1. PURPOSE .....	2
2. HISTORY OF CHANGES .....	2
3. MAIN DEFINITIONS .....	2
3.1. Programme, and its actors .....	2
3.2. Applicant .....	3
4. GENERAL AND ELIGIBILITY ASPECTS .....	3
5. APPLICATION PROCESS .....	5
6. EVALUATION AND SELECTION .....	6
7. FELLOWSHIP CONDITIONS .....	7
8. IMPLEMENTATION OF PROJECTS .....	7

## 1. PURPOSE

- This Frequently Asked Questions (FAQ) document provides quick answers based on the Application Guide of the ParisRegionFP programme, and is updated with new questions, depending on enquiries received from the applicants. **IMPORTANT:** The most recent version of the Application Guide available on the Sciencescall platform at: <https://parisregionfp.sciencescall.org/> remains the reference document and should be carefully and fully read before applying.
- If any questions persist after reading the Guide and the FAQ, please contact: [prfp@iledefrance.fr](mailto:prfp@iledefrance.fr)

## 2. HISTORY OF CHANGES

Version	Date	Changes
V1.0	16/7/2020	Initial document
V1.1	21/7/2020	Precision on age limit (none)
V2.1	11/05/2021, 10/06/2021, 28/06/2021	Update for the 2 <sup>nd</sup> call
V2.2	13/10/2021	Precisions for ethics (Section 5: Application process)

## 3. MAIN DEFINITIONS

### 3.1. Programme, and its actors

**Academic sector** refers to public or private higher education establishments awarding academic degrees, public or private non-profit research organizations for whom one of the main objectives is to pursue research or technological development, and international European interest organizations as they are defined in Article 2.1(12) of the Horizon 2020 Rules for Participation Regulation (EU) No 1290/2013.

**Beneficiary** (= The Paris Region/ILE DE FRANCE (RIF)) is the legal entity that signs the Grant Agreement and has the responsibility for the proper implementation of the action.

**Domains of Major Interest (DMI) / Domaines d'Intérêt Majeur (DIM) in French:** Paris Region labelled strategic and thematic research networks with a critical mass of researchers, laboratories and equipment. The DMIs are funded by the Region up to a total of 20 M€ per year. They are of regional, national and international interest, since Paris Region represents 40% of French scientific forces. Current DMIs include ACAV+, MAP, MATH'INNOV, ONEHEALTH, RESPORE, SIRTEQ, QI2, THERAPIE GENIQUE, ELICIT, RFSI, ISLAM (PhASIF), GEROND'IF, STCN

**Host organization:** The legal entity employing, supervising and training the fellow during the fellowship.

**Non-academic or extra-academic sector** means any socio-economic actor not included in the academic sector and fulfilling the requirements of the Horizon 2020 Rules for Participation Regulation (EU) No 1290/2013.

**Partner organizations** (= organizations in Paris Region linked to the project by signed charter) contribute to the implementation of the action, but do not sign the Grant Agreement. The partner organizations of the programme are given in the website of the programme [parisregion.eu/parisregionfp](http://parisregion.eu/parisregionfp).

**Secondment:** Short research stays up to 3 months over the 2-year fellowship, notably at the extra-academic partner organizations (or at other actor(s) not partner of the programme). See Application Guidelines Section 10.2 Secondments for further details.

**Work Programme:** Part 3 (Marie Skłodowska-Curie actions) of the Horizon 2020 Work Programme 2018-2020. European Commission Decision C(2019)4575 of 2 July 2019

### 3.2. Applicant

**Experienced Researcher (ER) or Fellow** must at the date of recruitment, be in possession of a doctoral degree or have at least four years of full-time equivalent research experience (see below).

**Full-Time Equivalent (FTE) Research Experience** is measured from the date when a researcher obtained the degree entitling him or her to embark on a doctorate, either in the country in which the degree was obtained or in the country in which the researcher is recruited, even if a doctorate was never started or envisaged. Periods of inactivity in research (e.g. unemployment, periods of employment outside research, parental or long-term sick leave) do not count towards the time of research experience, according to the European Commission's (EC) definition. Based on this EC requirement, each applicant that has not yet her/his PhD diploma need to fill in the full-time equivalent research experience (Table 1.3) in the Application Form even if PhD diploma is shortly to be obtained.

**Medical Doctor (MD)** studies are not considered as equivalent to PhD studies in the context of Marie Skłodowska-Curie actions. For applicants with an MD, the requirement of 4 years of full-time research experience therefore applies (unless they have also been awarded a PhD).

**Mobility Rule:** Researchers may not have resided or carried out their main activity (work, studies, etc.) in France for more than 12 months in the 3 years immediately before the co-funded programme's call deadline. Time spent as part of a procedure for obtaining refugee status under the Geneva Convention<sup>1</sup>, compulsory national service and/or short stays such as holidays are not taken into account.

## 4. GENERAL AND ELIGIBILITY ASPECTS

### Q: Can applicants from any nationality apply?

**A:** Yes, no restriction on nationality will be applied.

See Application Guidelines Section 5.3 Equal opportunities.

### Q: Are there any restrictions of age?

**A:** No, there are no age limits that will be applied.

See Application Guidelines Section 5.3 Equal opportunities.

### Q: What are the requirements in terms of transnational mobility?

**A:** The applicant must move (or have moved) from their present country to France. More specifically, applicants must comply with the mandatory Marie Skłodowska-Curie mobility rule: Applicants must demonstrate transnational mobility and must not have resided nor carried out their main activity (work, studies, etc) in France for more than 12 months in the 3 years immediately prior to the call deadline (e.g. October 21<sup>st</sup>, 2021 for the 2<sup>nd</sup> call). Time spent as part of a procedure for obtaining refugee status under the Geneva Convention, compulsory national service and/or short stays such as holidays are not taken into account.

See Application Guidelines Section 5.2 Eligibility.

### Q: When can the fellowship start?

**A:** For the 2<sup>nd</sup> call, the fellowship and the research project must start at the earliest on June, 1<sup>st</sup>, 2022 and at the latest on October 1<sup>st</sup>, 2022. No exception is allowed for these dates to be able to keep the contractual deadlines of the European Commission. However, the Paris Region keeps the possibility to modify slightly this calendar after the global number of applications is known (i.e. after the call has ended on October, 21<sup>st</sup>, 2021), and in case of any major difficulties (linked to coronavirus crisis or other).

See Application Guidelines Section 5.7 Research project and timeline.

### Q: How long should the fellowship research project last?

**A:** The fellowship research project should last exactly 24 months.

---

<sup>1</sup> 1951 Refugee Convention and the 1967 Protocol  
ParisRegionFP – Application Guide

See Application Guidelines Section 5.7 Research project and timeline.

**Q: I am currently in the process of finalizing my PhD studies, but I have not yet done my oral dissertation/defense or my PhD has been finalized but I have not yet received my diploma/official certificate. Am I still eligible?**

**A:** Based on EC rules, at the time of recruitment (at the moment planned between June, 1<sup>st</sup>, 2022 and October, 1<sup>st</sup>, 2022 at the latest), applicants need to be in possession of a doctoral degree (PhD holders) OR demonstrate having at least the equivalent of 4 years full-time research experience. In this case, if the PhD has not been completed/ no PhD diploma is yet available, it is important that the candidate fill in very carefully the Table 1.3 in the Application Form for the full-time research experience, and indicates the envisaged PhD obtention date and starting date wished for the fellowship. Please notice that the full-time equivalent research experience is measured from the date when a researcher obtained the degree, which would formally entitle him or her to embark on a doctorate, either in the country in which the degree was obtained or in France, irrespective of whether or not a doctorate is or was ever envisaged. Periods of inactivity in research (e.g. unemployment, periods of employment outside research, parental or long-term sick leave) do not count towards the time of research experience, according to the EU definition.

In addition, if the PhD is at the finalization stage with only the oral dissertation/defense missing or it has been officially completed/awarded and only the official certificate is missing, candidates must ask their university/institute for a confirmation (e.g. signed letter on headed paper) that the PhD oral dissertation has been planned on a particular date or that the PhD has been formally awarded. Candidates can then upload this confirmation letter in the application online platform. The candidate should then subsequently send a copy of the official certificate as soon as available. On the other hand, if – by the planned recruitment date (planned at the latest on October, 1<sup>st</sup>, 2022) – a decision has yet to be taken with regard to the PhD (e.g. dissertation/defense postponed, approval not finalized, etc), then the PhD would not be considered as awarded yet and the candidate may be deemed ineligible (unless s/he can prove 4 years of full-time research experience).

See Application Guidelines Section 5.2 Eligibility.

**Q: How shall I select the host organization?**

Based on individual-driven mobility, each applicant will freely choose a research topic and an appropriate host (and secondment) organization(s) and supervisor(s) fitting their scientific interest. It will be up to the applicants to search and contact the most suitable host organization/ laboratory (and secondment organization(s)) and supervisor(s) to discuss a potential cooperation and the research project.

To facilitate the search, the names and contact information of the laboratories linked to the Domains of Major Interest (DMI) are available on the call platform <https://parisregionfp.sciencescall.org/>. The file is located under "Research Labs". The programme accepts also host laboratories situated in the Paris Region, even if they are not part of a DMI.

See Application Guidelines Section 5.6 Selection of host organization and 5.7 Research project and timeline.

**Q: I am currently based at the host organization. Am I eligible to apply?**

**A:** Candidates already in France/ at their host organization may be eligible provided: (i) that they strictly comply with the Marie Skłodowska-Curie mobility rule and (ii) that they are not permanently employed by the host organization prior to applying. Should they be eligible, they will nevertheless need to put forward a strong case and valid rationale (e.g. best organization for their project, added value for career development etc.) for their choice, the aim of the fellowships being to promote transnational mobility, launch new projects, and establish new collaborations.

See Application Guidelines Section 5.2 Eligibility.

**Q: Can I apply for several research projects with either the same or different host organization?**

No, under each call, an applicant can only submit one application. In case of multiple submission, only the first application is selected for evaluation, and the others are discarded.

However, there are no restrictions in terms of the number of fellowship applications in which a host organization is involved within the same call.

See Application Guidelines Section 5.1 General requirements.

**Q: Can I apply simultaneously for the Paris Region Fellowship and for a MSCA Postdoctoral fellowships (=Individual Fellowships – IF in H2020) (or any other fellowship or grant)?**

Yes, however, you need to notify the on-going grant applications in your CV/Track Record in “Funding received so far, and on-going fellowship and grant applications”. However, no double funding is possible nor any concurrent combination of a ParisRegionFP fellowship with any other MSCA funding, Horizon Europe funding or other grants with other funding bodies, within the same timeframe is permitted, if several applications are successful, a choice must be made.

Please notice also that the requirements and rules slightly differ between ParisRegionFP and MSCA Postdoctoral Fellowships, notably regarding the application form and budget.

See Application Guidelines Section 5.4 Other fellowships and double funding.

**Q: Can I apply for the 2<sup>nd</sup> call of fellowship in 2021 if my application for the 1<sup>st</sup> call in 2020 is not accepted?**

**A:** Yes, if the eligibility / integrity etc. conditions are still valid, a candidate that has not been retained in the 1<sup>st</sup> call of fellowship, is free to apply for the 2<sup>nd</sup> call.

See Application Guidelines Section 7.3 Organization of the process.

## 5. APPLICATION PROCESS

**Q: What is the application deadline?**

**A:** The deadline for the second call is **October, 21st, 2021 (17:00 Paris local time (GMT+1))**. The application should be completed by that time, including the recommendations letters. There will be no extension granted. It is strongly recommended to submit the application well in advance of the call deadline to avoid any last-minute problems (e.g. technical, etc), which cannot be considered as extenuating circumstances. It is the responsibility of the fellowship applicant to ensure that there is sufficient time for submission, including contacting the host and collecting all the required documents and signatures.

See Application Guidelines Section 7.1 Key dates.

**Q: How do I apply?**

**A:** The application, with all supporting documents including recommendation letters, must be submitted in English through the Sciencescall platform at address: <https://parisregionfp.sciencescall.org/> (via CCSD codes). The applications provided by any other means will be not taken into account. This platform contains all the guidance and forms/templates needed to be filled in for eligible application.

Some of the forms / documents need to be signed. Application Forms or letters of recommendations which are not signed will not be taken into account. The recommendation letters should also be drafted on letterhead paper.

No reminder is sent by the Paris Region in case of missing documents, the applicant is responsible for timely submission, and completeness of his/her application.

Further information, like the short guide, and information on logistic & living conditions in Paris Region can be found from the programme’s webpage <https://parisregion.eu/parisregionfp.html>.

See Application Guidelines Section 6 Application process via the platform.

See Application Guidelines Section 6.2 Documents to be provided in the application.

**Q: What if I do not have a CCSD account or I have forgotten my password?**

**A:** Applicants can quickly and easily create a CCSD account for free (or reactivate a login), from the call page: <https://parisregionfp.sciencescall.org/>. Check the "login" button, and then "Create account" or "Lost password?" on the right-hand side of the screen. For information, the login details are the same as for the French HAL system (<https://hal.archives-ouvertes.fr/>).

See Application Guidelines Section 6.1 Creation of an account and submission process.

**Q: What documents need to be submitted for the application? In what format the documents need to be submitted?**

The applicants are asked to fill in and upload a number of documents by the application deadline. These are listed in section 6.2 of the Application Guidelines, and further in the Application Note.

All the documents and guidance can be found in the call platform <https://parisregionfp.sciencescall.org/>.

Some of the forms / documents need to be signed. Application Forms or letters of recommendations which are not signed will not be taken into account. The recommendation letters should also be drafted on letterhead paper.

The applicant is responsible for uploading all the necessary documents by the deadline, therefore s/he should leave plenty of time for this process and have all documents ready well in advance.

All documents to be submitted are asked to be uploaded in pdf format.

See Application Guidelines Section 6.2 Documents to be provided in the application.

**Q: Should I scan the Application Form to be able to include my signature?**

No, please complete the Application Form carefully in word format, and copy-paste the image of your signature in the dedicated section at the end of the Form. Then generate a pdf which you will upload to the call platform. If you print out, sign and scan your Form, it would be difficult for Paris Region to treat your application electronically.

**Q: I have identified ethical issues in my research project, what should I do?**

In the case of any ethical issues linked to the Research project (=one or several "Yes" identified in the ethics self-assessment table in the Application Form), please provide further clarification, and add relevant documentation etc. to your application via an additional document called "NameApplicant\_EthicsSelf-Assessment". There is no specific template for this document but instructions for drafting are included in the Application Note.

See updated Application Note Section 1.6 and Application Form section 3.4.

## 6. EVALUATION AND SELECTION

**Q: How and when will my application be evaluated, and selected?**

**A:** The evaluation and selection process will consist of the following steps/ timing:

*This calendar is preliminary and the Paris Region keeps the possibility to modify slightly this calendar during the evaluation and selection procedure, notably depending on the agenda of the Regional Council. All changes will be promptly notified via the submission platform and social media of the ParisRegionFP.*

- Launching of the call: July, 1st, 2021
- Closing of the call: October, 21st, 2021 at 17:00 Paris local time
- Eligibility and ethics check: October-November, 2021
- Review of applications by 2 international/ independent experts: November 2021 - February 2022
- Applications ranked and shortlisted: February, 2022
- Interview of shortlisted (max 60) applicants (10-minute presentation and 10-minute discussion via video conference): March 2022. The exact planning for the interview week will be provided at later stage.
- Funding decision and feedback to applicants: May, 2022



- Possible start of the fellowship: Planned between June, 1st, 2022 and October, 1st, 2022
- See Application Guidelines Section 7 Evaluation and selection process.

## 7. FELLOWSHIP CONDITIONS

### **Q: What is covered by the fellowship grant?**

**A:** The ParisRegionFP fellowship provides for the benefit of the selected fellows the following allowances: a living, a mobility, a travel, and a research allowance. If the applicant's estimated total research budget is above the indicated allowances, supplementary budget needs to be justified/agreed with the host organization already at the application phase (no extra funding is provided by Paris Region).

In addition to the above categories, the ParisRegionFP programme budget covers also the cost of the network-wide training programme, and administrative costs, used directly by Paris Region for these expenses.

Please notice that the budget is not calculated similarly in this programme and in MSCA Postdoctoral fellowships of Horizon Europe (=Individual Fellowships – IF in H2020).

See Application Guidelines Section 8.1 Grant allowances.

### **Q: What if the budget I envisage for the project is above the allowances accorded by Paris Region for the fellowship?**

**A:** The budget must be elaborated obligatory with the host laboratory as by signing the application form you attest personally that you have elaborated the budget with the host, and that the host accepts to fund the difference of real costs vs. Paris Region allowances. If your application is ranked, the ParisRegion Management Team will check this with the host but does not do any budget negotiation. All applications where the budget is not agreed with the host will be eliminated. In other words, there is no decision of ParisRegionFP committees to increase the budget or not, it's all up to the host (but in addition, the independent experts that review the application will evaluate the coherence of your budget vs. the research project, and of course any unrealistic or not suitable budgets will be evaluated in consequence).

So, to sum up: Please agree on the budget with your host, and get their confirmation (by mail etc. in a written format but not necessary to be included in the application – it's for you) on the budget you propose, and on this payment of the difference.

See Application Guidelines Section 8.1 Grant allowances.

## 8. IMPLEMENTATION OF PROJECTS

**Q : Regarding the Open Access requirement on scientific publications and research data: Does this mean that all data produced during the project will have to be entirely openly available? What does this mean in practical terms? Does it have to be submitted to some kind of public registry, or merely be made accessible to someone requesting it? Can anyone request it? Is there any time embargo, to allow the researcher to publish before it is made available to others?**

**A :** In addition to peer-reviewed scientific publications, types of data covered by the open access obligations are:

1. The 'underlying data' (the data needed to validate the results presented in scientific publications), including the associated metadata (i.e. metadata describing the research data deposited). This data is published together with/ after the scientific publication.

2. Any other data (for instance curated data not directly attributable to a publication, or raw research data). The data is specified by the fellows and within the deadlines laid down – that is, according to the individual judgement by each project/fellow.

The types of data, and the strategy for open access (linked to all of the questions above) is planned by each fellow, and collectively reported in the project deliverable "Data Management Plan" of the

Paris Region Fellowship Programme. A collective platform like ZENODO community<sup>2</sup> will be put available for the fellows in the frame of the project.

See Application Guidelines Section 12.1 Open access to publications and research data.

**For any enquiries, please refer to Application Guidelines. Please contact [prfp@iledefrance.fr](mailto:prfp@iledefrance.fr) only after consulting the Guidelines or this FAQ. Kindly submit your questions well in advance to ensure adequate time to reply.**

---

<sup>2</sup> <https://zenodo.org/communities/ParisRegionFP> – Application Guide