

HOW TO APPLY

Six steps to MSCA funding



MSCA proposals are submitted through an [online electronic submission system \(ESS\)](#) available via the EU's [Participant Portal](#).

The 9-digit Participant Identification Code (PIC) is unique to your organisation. It will be used as a reference in any communication with the EU.

TIP

Find out [here more information on using the EU's submission system](#).

DEADLINES

For **calls with a deadline** you can edit and update your proposal until the deadline expires. To make changes go to **'My Proposal'** page on the Portal.

TECHNICAL ISSUES?

If you think your submission failed because of a technical error, you can lodge your complaint through the [IT Helpdesk on the Participant Portal](#) within four days of the call closing.

DEADLINES FOR RESULTS

You will receive the evaluation results at the latest five months after the call deadline. Grant agreements are signed at the latest eight months after the call deadline.

FIND THE RIGHT CALL

Find the suitable **MSCA action** on the **'Actions' page**. Choose the call you want on the **'Get Funding' page**.



REGISTER

Register to create your **user account** so you can log on to the **Participant Portal** and fill in the application. You will then receive your unique **EU login account**.

Provide information for the **EU Beneficiary Register** to generate your nine-digit pin code for the application process.



START YOUR APPLICATION

You will need your EU login.

Choose the suitable call on the **'Get Funding' page**. This will take you to the Participant Portal.

Select your chosen topic, then click on the **START SUBMISSION** button. Now you are ready to go!



COMPLETE THE FORMS

Fill in the **administrative forms** in the template and submit the **technical annexes** as PDFs.



CLICK TO SEND

The EU will send you an e-mail confirmation receipt.

You will receive another e-mail once the evaluation is completed.



WHAT HAPPENS NEXT?

Your application will be evaluated by experts.

An **e-mail** will inform you that the **evaluation results letter is ready**. You can view it in the **'My area'** section of the Participant Portal.

If your proposal was successful, you will sign a **grant agreement** with the EU to receive funding.

Then you are ready to start your MSCA project.



A BIT LOST?

[National Contact Points](#) can help you prepare your proposal.

ADD PARTNERS, GRANT ACCESS

You can **add partners** to the proposal and **grant access** to other registered beneficiaries. Project coordinators decide the level of access: full access or read only.

TIP

Check out the [Portal's funding guide](#) for more about filling in your application.

 **Page limits may apply and any pages over the limit will not be evaluated.**

CHANGED YOUR MIND?

You can **withdraw** your proposal any time before the call deadline. Special rules may apply if you want to cancel after the deadline.