



ENEN PLUS PROJECT

**Attract, Retain and Develop New Nuclear Talents beyond
Academic Curricula**

Manual for ENEN+ call for mobility grants

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Manual for ENEN+ call for mobility grants

Executive Summary

This mobility manual describes the eligible applicants, the mobility actions and grants, the selection process and priorities of the ENEN+ call. The application process through a web-based system located at <http://enenplus.fluidreview.com> is also outlined in this manual.

The ENEN+ project, co-funded by the EURATOM research and training Work Programme 2016 – 2017 – 1 (#755576) of the European Commission (H2020), has established a mobility fund of more than 1 M€ to facilitate transnational mobility actions of students, Post-docs and professionals in the nuclear sector. The aim of the ENEN+ project is to attract and develop the interest of young generations in the nuclear careers and retain and sustain nuclear professionals beyond academic curricula, with the involvement of nuclear stakeholders.

ENEN (European Nuclear Education Network) Association is an international non-profit organization, the mission of which is the preservation and further development of expertise in the nuclear fields by higher Education and Training.

This mobility manual serves as deliverables D2.11. (section 5.1), D3.6 (section 5.2) and D4.3 (section 5.3) of the ENEN+ project, which has received funding from the EURATOM research and training Work Programme 2016 – 2017 – 1 #755576).

This version of the Mobility Manual applies for applications submitted after May 31, 2019, until further notice.

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1 Introduction

The primary motivation of the ENEN+ project is to substantially increase the interest of students and young professionals in a career in nuclear sector. This is to be achieved by pursuing the following main objectives:

- **Attract** new talents to careers in nuclear
- **Develop** the attracted talents beyond academic curricula
- Increase the **retention** of attracted talents in nuclear careers
- **Involve** the nuclear stakeholders within EU and beyond
- **Sustain** the revived interest for nuclear careers

To achieve these objectives, the ENEN+ project will financially support through mobility grants students and professionals willing to carry out any education or training activity in the nuclear fields, which may benefit their nuclear knowledge and skills. These activities are hereinafter referred to as mobility actions.

This manual gives a description of the eligible applicants, the mobility actions and grants, the selection process and priorities of the ENEN+ call as well as to serve as a guide for the preparation of the application, which is to be submitted through a web-based system accessible via the ENEN website.

One month is assumed equal to 30 days.

2 Who should apply?

The mobility grants are intended for those who would like to improve their knowledge, skills and competitiveness for career opportunities in the following nuclear fields:

- **Nuclear engineering and safety**
- **Waste management and geological disposal**
- **Radiation protection**
- **Medical applications**

In particular, the following groups of learners are eligible to receive mobility grants:

- **B.Sc. students** interested in pursuing a master education and/or a career in the nuclear fields.
- **M.Sc. students** in nuclear interested in extracurricular experience and/or academic exchange such as the [EMSNE certification by ENEN](#).
- **Ph.D. students and post-docs** in nuclear interested in academic and research exchange, access to research infrastructures and cooperation with Euratom research projects.
- **Professionals**, interested in changing their careers to nuclear and/or building up their life-long learning on nuclear topics.

All mobility actions must be **transnational** and **completed before September 30st, 2020** (the end of the ENEN+ project). The applicants of the mobility actions may be:

- Citizens of any EU member country willing to travel abroad (to another EU country or anywhere else)

- Citizens of countries, which are not members of EU, pursuing studies in an EU member country and having an already established relation with the receiving institution.

To the successful applicants, the ENEN+ will provide mobility grants intended exclusively to cover mobility costs and access or registration fees and will be provided as lump sums directly to the selected applicants.

By submitting the application, the applicants confirm that all arrangements for the mobility actions, including, but not limited to salary, insurance, access to the facilities, equipment, material costs and intellectual property, have been agreed and resolved between the sending and hosting institutions.

3 Generic priorities for selection

The following generic priorities – listed in the decreasing order of importance - will be considered in the selection of the applications:

1. Compliance of the proposal with the objectives of the ENEN+ project (see Section 1)
2. Quality of the proposed work, training benefits, motivation and impact of the mobility action on the nuclear career of the applicant. This must also be motivated in the support letter of the supervisor(s).
3. Proposed time line and feasibility of the work plan and the requested duration of the mobility action.
4. Mobility actions involving and/or organized by renowned institutions with recognized quality, such as members of ENEN, NUGENIA, EFOMP and mobility actions envisioning contributions to the running Euratom (H2020) projects within the fields of this call.
5. Applications requesting lower grants than the maximum amounts set out for specific calls activities below and summarized in Table 2.
6. Order of submittal of the applications (first come first serve).

Specific thematic priorities might be proposed by the Mobility Committees at different times during the project. These may include specific courses, summer schools, student competitions in international conferences, the [EMSNE](#) certification by ENEN or similar, etc. The thematic priorities might be published at specific web sites or as an update of the ENEN+ call.

More details, including action specific priorities, are given below in section 5 How to apply for particular mobility actions.

4 Obligations of the beneficiary of the mobility grant

Only complete applications will be considered.

Successful applicants are obliged to submit a mission report to the Mobility Committee through the application portal <http://enenplus.fluidreview.com> no later than 30 days after completion of the mobility action. Failure to submit the report will require the applicant to return the lump sum.

All publications resulting from the mobility actions shall acknowledge the ENEN+ mobility grant (***This work has been partially supported by the ENEN+ project that has received funding from the Euratom research and training Work Programme 2016 – 2017 – 1 #755576***).

5 How to apply?

The call is open continuously for applications at the ENEN website (www.enen.eu) between March 1st, 2018 and September 30th, 2020 or until funds are available.

An electronic application system is available to guide the applicant through the application process where the applicants will have to answer most of the relevant questions. By the rule, the applicants will be also asked to submit additional documents, which are further detailed in the subsections below.

The application process differs for the following applicant groups and possible mobility actions:

- **B.Sc. students:** internships, research conferences;
- **M.Sc. students:** internships, research conferences, [EMSNE](#) or similar exchanges;
- **Ph.D. students/Post-docs:** research exchanges;
- **Professionals seeking nuclearization and/or life-long learning:** training activities;
- **Specific summer schools, trainings, competitions or similar actions of ENEN+ partners.**

Details of the relevant information for applicants, including the maximum lump sums available, requested documentation and specific priorities are detailed in subsections below.

Table 2 in Section 8 of this manual summarizes all mobility groups/actions and the respective lump sums available.

5.1 B.Sc. Students

The required documents:

- Motivation letter (how will this action improve the candidates knowledge, skills and competitiveness for career opportunities in one of the eligible nuclear fields)
- Curriculum Vitae
- Supporting letter from the sending supervisor (might be implemented as the part of the electronic application portal), clearly stressing the value of the proposed mobility action for the future nuclear career of the applicant.
- Academic transcript

Specific selection priorities (priority 2 in section 3):

- Better elaborated vision towards the nuclear career
- Better grades in the completed education
- Non-nuclear students

5.1.1 Summer Schools

The **B.Sc.** student attending a summer school organized by the ENEN+ project or its partners can request a maximum lump sum of 300 € per action to cover subsistence and travel costs.

Only for specific summer schools organized by ENEN+ or its partners.

5.1.2 Internships

The candidates for **B.Sc.** internship can apply for a maximum lump sum of 500 € per month to cover subsistence and travel costs for up to a maximum of three months.

Specific documents:

- Letter from the mentor of the receiving institution clearly indicating that the internship has been approved (might be implemented as the part of the electronic application portal).

5.1.3 Research conferences

The **B.Sc.** students attending a research conference can request maximum of 100 € per day (for a maximum of 7 days) for subsistence costs, 500 € per action for travel costs and 800 € per action for the conference access fee.

Specific selection priorities (priority 2 in section 3):

- Abstract/paper coauthored by the applicant is not required. Nevertheless, priority will be given to applicants with accepted presentation.

Specific documents:

- Information about the conference, including letter of acceptance of the abstract/paper, if applicable.

5.2 M.Sc. Students

The required documents:

- Motivation letter (how will this action improve the candidates knowledge, skills and competitiveness for career opportunities in one of the eligible nuclear fields)
- Curriculum Vitae
- Supporting letter from the sending supervisor (might be implemented as the part of the electronic application portal), clearly stressing the value of the proposed mobility action for the future nuclear career of the applicant.
- Academic transcript

Specific selection priorities (priority 2 in section 3):

- Better elaborated vision towards the nuclear career
- Better grades in the completed education

5.2.1 EMSE or similar academic exchange

[EMSNE](#) is the European Master of Science in Nuclear Engineering. The goal of such exchange is to get academic credit points (ECTS) at a foreign academic institution.

For such exchange with a minimum duration of 3 and maximum duration of 5 months long a maximum lump sums of 700 € per month for subsistence costs and 500 € per action for travel costs can be requested.

Specific requested documents:

- Work plan indicating how the [EMSNE](#) criteria (20 ECTS in exchange, 60 ECTS purely nuclear) will be achieved
- Letter signed by the sending and receiving supervisors supporting the plan to achieve the EMSNE requirements (might be implemented as the part of the electronic application portal).

5.2.2 Internships

For the **M.Sc.** students who are planning to attend a paid internship a maximum lump sum of 500 € per month can be requested for up to 3 months to cover subsistence and travel costs. If the internship is not paid by the receiving institution, the lump sum of 500€ can be requested for a maximum of 6 months.

Specific documents:

- Letter from the mentor of the receiving institution clearly indicating that the internship has been approved, including the notice on the non-paid internship, if applicable.

5.2.3 Research conferences

The **M.Sc.** students willing to attend a research conference can request maximum lump sums of 100 € per day (for a maximum of 7 days) for subsistence costs, 500 € per action for travel costs and 800 € per action for the conference access fee.

Specific selection priorities (priority 2 in section 3):

- Abstract/paper coauthored by the applicant is not required. Nevertheless, priority will be given to applicants with accepted presentation.

Specific documents:

- Information about the conference, including letter of acceptance of the abstract/paper, if applicable.

5.3 Ph.D. Students and Post-docs

Research exchange of **Ph.D.** students and **post-doctoral** researchers must be longer than 1 month and can extend up to 24 months. The maximum lump sums available for the subsistence costs depends on the duration of the exchange, as follows:

- Longer than 1 month, up to 6 months: 1,100 € per month;
- Longer than 6 months, up to 12 months: 550 € per month
- Longer than 12 months, up to 24 months: 275 € per month

The maximum lump sum for the return travel is 500 € and does not depend on the duration of the mobility action.

The required documents:

- Work plan of the proposed research
- Motivation letter (how will this action improve the candidates knowledge, skills and competitiveness for career opportunities in one of the eligible nuclear fields)
- Curriculum Vitae

- Supporting letter from the sending and receiving supervisor, clearly stressing the value of the proposed mobility action for the future nuclear career of the applicant.

5.4 Nuclearization and life-long -learning

The **nuclearization** training activities include attendance to any training or life-long-learning activities in the nuclear fields with the goal to support the applicants in changing their careers to nuclear and/or building up their life-long learning on nuclear topics.

The maximum lump sums available to support the subsistence depend on the duration of the training as follows:

- Up to 1 week: 100 € per day;
- More than 1 week, up to 3 weeks: 50 € per day;
- More than 3 weeks, up to 2 months: 550 € per month;
- More than 2 months, up to 4 months: 275 € per month

The maximum lump sum for the access fee is set at 800 € per week and cannot exceed a maximum of 2000 € per activity. The maximum lump sum for travel of 500 € per action is available.

5.5 Specific activities of ENEN+

Specific thematic priorities are expected to be proposed by the Mobility Committees at different times during the project. These may include specific courses, summer schools, student competitions in international conferences, the [EMSNE](#) certification by ENEN or similar, etc.

The specific thematic priorities might be published at specific web sites or as an update of the ENEN+ call. Such specific calls will be typically open only for two months, e.g., between two successive deadlines of the continuously open call.

Specific actions (for example summer schools, Ph D Competitions, etc.), primarily those with a fixed number of participants to be selected among the applicants, will be approved by the Management Committee with a fixed budget. Procedures to select the participants among the applicants for such specific action will also be used to select the recipients of the mobility grants (one application for both attendance and mobility grant).

6 Selection process

After submitting the application online, the applicant will receive by email a delivery receipt. Applications will be evaluated and selected by the ENEN+ Mobility Committees of the 4 nuclear disciplines (see Section 2). The Mobility Committees are appointed by the ENEN+ Management Committee and chaired by the members of the Management Committee:

- Filip Tuomisto (Nuclear engineering and safety)
- Behrooz Bazargan-Sabet (Waste management and geological disposal)
- Michèle Coeck (Radiation protection)
- Csilla Pesznyak (Medical applications)

Dario Manara (dario.manara@ec.europa.eu) is serving as the coordinator of the mobility committees. Evaluation and selection of applications will be based on priorities approved by the Management Committee, which are provided by the Mobility Committees. The final decision on

applications will be made by the Management Committee and the applicants will be informed of the final decision within 60 days after submitting the application.

The ENEN + reserves the right to accept or reject any request for grant without notice at its sole discretion.

Applicants may only submit **one application within one application deadline**. The list of the foreseen application and decision deadlines of the ENEN+ project are given in Table 1.

Table 1. Application and decision deadlines of the ENEN+ project

Applications submitted before (application deadlines)	Will be decided before (decision deadlines)
March 31	May 31
May 31	July 31
July 31	Sept 30
Sept 30	Nov 30
Nov 30	Jan 31
Jan 31	March 31

7 ENEN Association

The ENEN (European Nuclear Education Network) Association is an international non-profit organization. ENEN's mission is the preservation and further development of expertise in the nuclear fields by higher Education and Training. This mission is being realized through the cooperation between universities, research organizations, regulatory bodies, the industry and any other organizations involved in the application of nuclear science and ionizing radiation. Currently, ENEN Association has more than 65 members from EU and beyond.

Further information on the organization, activities and achievements of the ENEN Association are available at the web site www.enen.eu.

Please consult the Frequently Asked Questions (FAQ) section of this report or direct further inquiries to Dario Manara (dario.manara@ec.europa.eu), coordinator of the mobility committees or secretariat of ENEN AISBL (secretariat@enen.eu).

8 Appendix

Table 2 provides a list of the mobility groups and actions foreseen in the ENEN+ project. The mobility grants are given in the table as the maximum lump sums that can be requested for subsistence, travel and access fees.

Table 2. List of mobility groups, actions and grants of the ENEN+ project

Group	Action	Length of action	subsistence		travel	access fee		
			max	per	max	max	per	max total
B.Sc.	summer school	(dedicated summers schools only)	300 €	total per action	included	0 €		
	Internship	up to 3 months, priority M.Sc.	500 €	month	included	0 €		
	research conference	up to one week, priority M.Sc.	100 €	day	500 €	800 €	action	
M.Sc.	paid internship	up to 3 months	500 €	month	included	0 €		
	unpaid internship	up to 6 months	500 €	month	included	0 €		
	research conference	up to one week, priority M.Sc.	100 €	day	500 €	800 €	action	
	EMSNE Exchange	minimum 3, maximum 5 months	700 €	month	500 €	0		
Ph.D./Post-docs	Research exchange	more than 1, up to 6 months	1,100 €	month	500 €	0 €		
		more than 6, up to 12 months	550 €	month	500 €	0 €		
		more than 12, up to 24 months	275 €	month	500 €	0 €		
Nuclearisation	Training	up to 1 week	100 €	day	500 €	800 €	week	
		more than 1 week, up to 3 weeks	50 €	day	500 €	800 €	week	2,000 €
		more than 3 weeks, up to 2 months	550 €	month	500 €	800 €	week	2,000 €
		more than 2 months, up 4 months	275 €	month	500 €	800 €	week	2,000 €

Mobility grants will be provided as lump sums directly to the applicants (students, Post-docs, professionals) and cannot be used to cover other expenses such as salary, insurance, equipment, etc.

9 Typical data needed for application

Typical data for grant applications			Template v1.1 January 2018
Proposal No	[to be filled by coordinator]	Date of reception	[dd.mm.jjjj]
Application title			
Applicant	Last Name		First Name
	Citizenship		Target group
	Affiliation		
Home supervisor	Last Name		First Name
	Affiliation		
Host supervisor	Last Name		First Name
	Affiliation		
Description of work			
1. Objective			
[maximum 300 characters]			
2. Work plan			
[maximum 1500 characters]			
Mobility action	[Type]	Destination	[Place]
Duration	[weeks/months]	Starting date	[dd.mm.jjjj]
Requested Grant	[in Euros]	Maximum grant amount (Table 2)	[in Euros]
Feasibility check	Equipment availability	[authorised person]	[signature]
	Materials availability	[authorised person]	[signature]
	Salary of applicant	[authorised person]	[signature]
	Insurance	[authorised person]	[signature]
	Intellectual property	[authorised person]	[signature]
Evaluation	[to be filled by evaluator]		
Quality of proposed work	1-5	[comment]	
Training benefit	1-5	[comment]	
Motivation	1-5	[comment]	
Impact	1-5	[comment]	
Quality of supervision	1-5	[comment]	

Bank account data (IBAN, BIC), final report, feedback from mentors and applicants, money to be used solely for mobility. If not used or failure to report, the money shall be returned.

10 For more information

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11 Frequently Asked Questions (FAQ)

1. Where can I apply for an ENEN+ mobility grants?

Applications should be submitted through the web based application system <https://enenplus.fluidreview.com/>. You will need to create your account there.

The application process is described in detail in the Mobility Manual available at <https://plus.enen.eu>.

2. How can Ph. D. students and post-docs apply for conference attendance support grants?

Only M. Sc. and B. Sc. students can apply for ENEN PLUS conference attendance support grants.

3. Can urgent applications be evaluated faster in order to respect the student's deadlines?

No. You are advised to take notice of the average time between the submission deadline and decision, which is about 4 months. The payments to the successful applicants are to be expected in about five months after the submission deadline.

4. Is it possible to request the mobility support for a mobility action in the past?

Yes, if the action started after Oct 1, 2017, and will end before Sept 30, 2020. Please note that this is not an advantage in the evaluation of the application.

5. Are ENEN+ mobility grants for longer mobility actions paid in monthly instalments?

No, all ENEN+ grants are paid as lump sums in a single transfer to the bank account indicated by the successful candidate in the web application system.

6. Are medical expenses taken in account by ENEN+ grants?

No. The mobility grants can only be used to cover the transportation and subsistence costs, and in some cases, also the registration or tuition fees. Applicants are advised to consult their receiving and/or sending institution to verify the status of their medical insurance.

7. Can ENEN+ or ENEN AISBL provide acceptance certificates for student needing visa?

No. Successful candidates are advised to contact their host institution for this purpose.

8. Is there a requirement for the format of the ENEN+ mobility report?

The format of the report is not prescribed. Reports should be concise and exhaustive (typically, two pages of text and a couple of figures if needed).

9. When will be the last deadline for submitting ENEN+ applications?

The last deadline for submitting mobility applications is foreseen on July 31, 2020. In case that the mobility fund will be exhausted before July 31, 2020, a notice will be published in the ENEN+ website <https://plus.enen.eu>.

10. Is it possible to change the dates of an accepted mobility action?

The mobility action has been accepted based on the data provided by the applicant. So no changes can be accommodated after the acceptance. If a change occurs after the acceptance, the applicants are strongly advised to withdraw the application and return the grant, if already received.

There are two possible exceptions to this rule:

- Change of starting and ending dates for individual mobility actions (research exchange, internships, etc.) are possible provided that all remaining parameters defining the mobility action remain unchanged. (e.g. number of days, work plan, hosting institution). secretariat@enen.eu must be notified in advance and give approval.
- Cancellation of training courses: a potential replacement with a similar course exists. In such case, please notify secretariat@enen.eu and ask for approval by the appropriate member of the ENEN+ Mobility Committee.

11. My application was declined. Where can I learn about the reasons for this?

ENEN+ will not disclose the reasons for declining a particular application.

In general, the most frequent reasons for declining the applications are listed below:

- at least one of the reviewer is against based on technical or scientific grounds;
- the topic of the application does not match the nuclear topic where it has been submitted (e.g., studying radon effects in nuclear engineering)
- the topic of the application is outside of the scope of the ENEN+ project (e.g., fusion...)
- senior experts working in nuclear are not accepted in nuclearisation and do not have priority in life-long-learning actions
- applicant requested 0 EUR for the mobility grant.

12. Can the same person apply for more than one ENEN+ mobility grant?

Yes. The limitation is one application per submission deadline (or per two months)

13. Can the ENEN+ mobility grant be transferred to an account outside of the IBAN system?

Yes, although this is not advisable. It usually involves costs and much longer transfer times.

An appropriate solution may be to transfer the grant into the IBAN account of your receiving supervisor.

14. How can I return an unused ENEN+ mobility grant?

The amount of the unused grant must be returned to:

EUROPEAN NUCLEAR EDUCATION NETWORK AISBL

RUE D'EGMONT 11

1000 BRUXELLES



BANK: ING BELGIUM NV SA

IBAN: BE84 3631 8161 5059

BIC (Swift): BBRU-BE-BB-010

