Funding call 2024

Interdisciplinary approaches to oncogenic processes: Functional exploration of the microenvironment of cancers with poor prognosis

«EVA3» Application Guide

Online Submission:
https://eva3-accueil.inserm.fr/sites/eva/appels-a-projets/pca/Pages/MCMP.aspx

Deadline: **February 8th 2024, 5pm**

Contact: cancerinserm.mcmp@inserm.fr

Table des matières

Information on the Cancer calls organized by ITMO Cancer Aviesan and managed at Inserm under 2021-2030 Cancer Control Strategy (SD-Cancer):

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1. Access our website EVA: Eva - Accueil (inserm.fr)

Click on «**Appel à Projets**» then «**Cancer**»: You will reach the home page of Cancer with information on different funding calls of Cancer.

Scroll down to see all the 'SD-Cancer' project calls.
Click on « **MCMP** » for more information on the Project Call. "**MCMP**: *Interdisciplinary approaches to oncogenic processes: Functional exploration of the microenvironment of cancers with poor prognosis*".

Here you may download:

- **The text of the "MCMP 2024" call for projects (French version; English version)**
- **EVA3 technical guide: (French version; English version)**
- **Candidate Guide**
- **CV template**
- **Financial annex template**
- **Scientific file template**
- **Checklist of the application file: (French version; English version)**

2. Access to the application and Registration

1. Non Inserm candidates

In order to register, access our website EVA3, Eva - Accueil (inserm.fr)

Click on "**Créer un compte EVA3**". You will be redirected to our application EVA3 to register

You may register with your first name, surname and email ID. Please click on "**Validate**" then "**OK**" and an email shall be sent to your email address to activate your account. Remember you cannot change your email ID later.

An email will be sent to this email address to activate your EVA3 account.
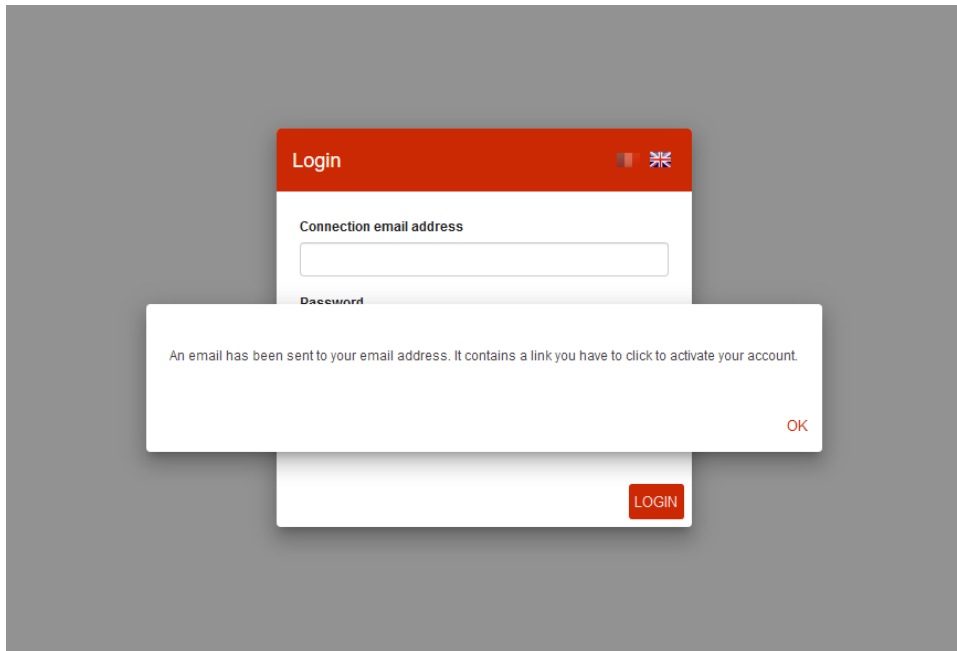
Click on the link that you have received in your e-mail and register with the login and password that you used to create your account.
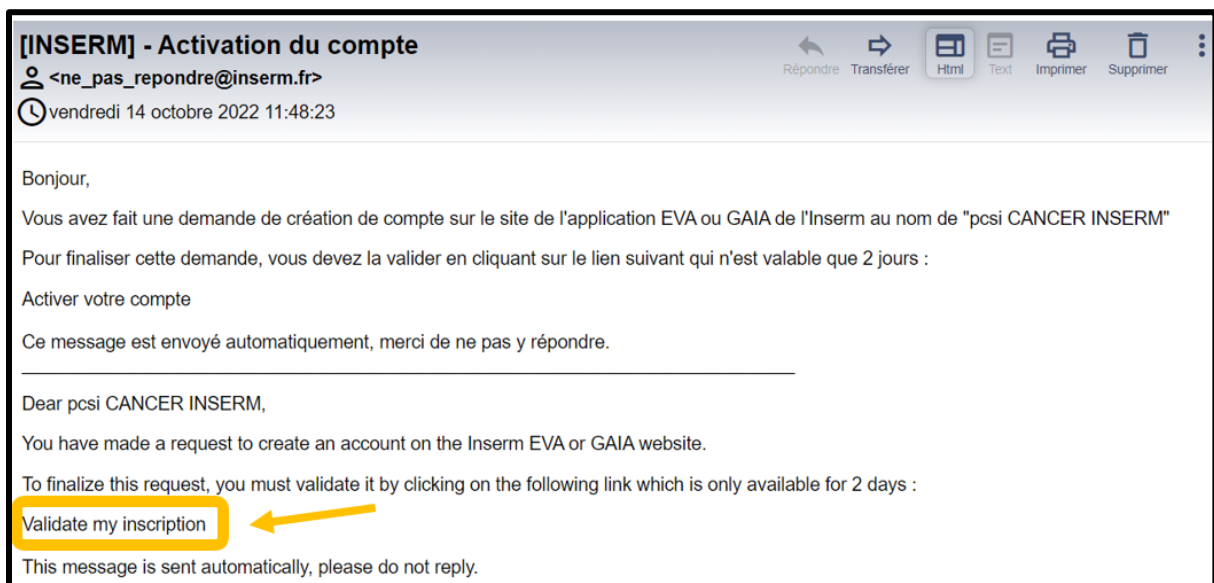
At the first connection you will be automatically redirected to the password change page.

Once you have changed your password, you will receive a registration confirmation email for this **"MCMP 2024"** call for projects

[MCMP 2024] Confirmation d'inscription / Registration confirmation

⚠ "inserm.fr" ne semble pas être le véritable expéditeur de ce message

👤 <ne_pas_repondre@inserm.fr>

🕐 lundi 13 novembre 2023 11:35:06

cancerinserm.mcmp@inserm.fr

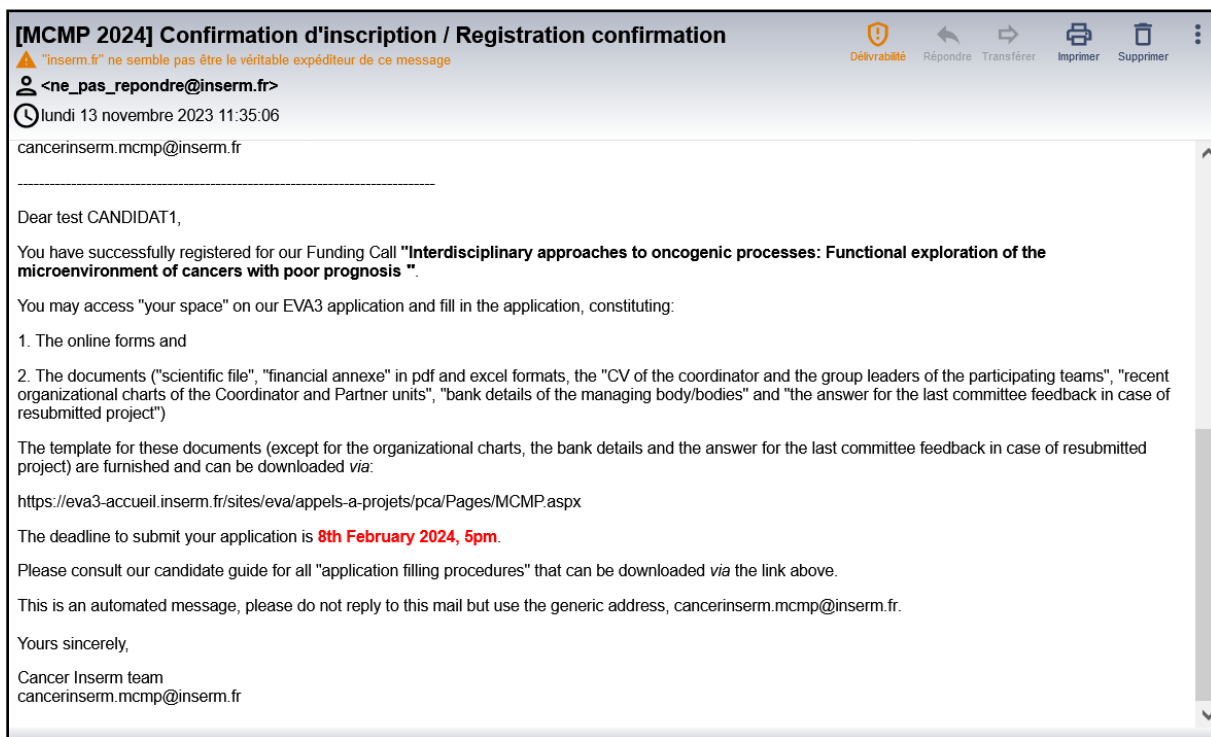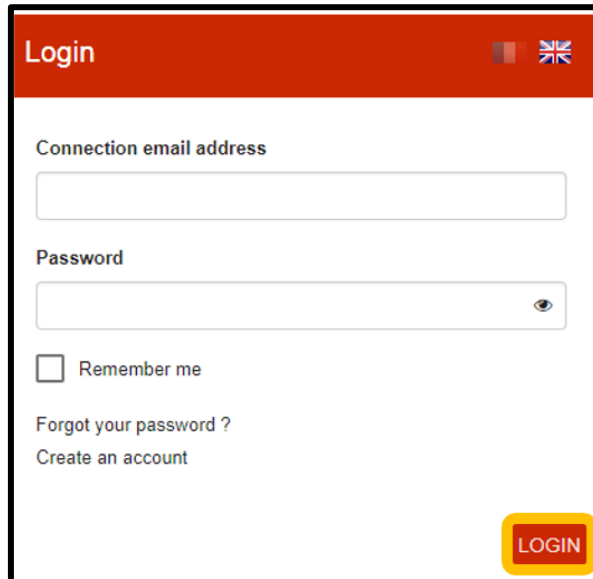--

Dear test CANDIDAT1,

You have successfully registered for our Funding Call **"Interdisciplinary approaches to oncogenic processes: Functional exploration of the microenvironment of cancers with poor prognosis "**.

You may access "your space" on our EVA3 application and fill in the application, constituting:

1. The online forms and

2. The documents ("scientific file", "financial annexe" in pdf and excel formats, the "CV of the coordinator and the group leaders of the participating teams", "recent organizational charts of the Coordinator and Partner units", "bank details of the managing body/bodies" and "the answer for the last committee feedback in case of resubmitted project")

The template for these documents (except for the organizational charts, the bank details and the answer for the last committee feedback in case of resubmitted project) are furnished and can be downloaded *via*:

https://eva3-accueil.inserm.fr/sites/eva/appels-a-projets/pca/Pages/MCMP.aspx

The deadline to submit your application is **8th February 2024, 5pm**.

Please consult our candidate guide for all "application filling procedures" that can be downloaded *via* the link above.

This is an automated message, please do not reply to this mail but use the generic address, cancerinserm.mcmp@inserm.fr.

Yours sincerely,

Cancer Inserm team
cancerinserm.mcmp@inserm.fr

Once your account is created, you can access our EVA3 site at the link: Eva - Accueil (inserm.fr)
Click on « **Se connecter à EVA3** »

Now you can access your personal space.

2. Inserm candidate

INSERM candidates may skip this step and login directly with the login and password details of their INSERM e-mail ID.

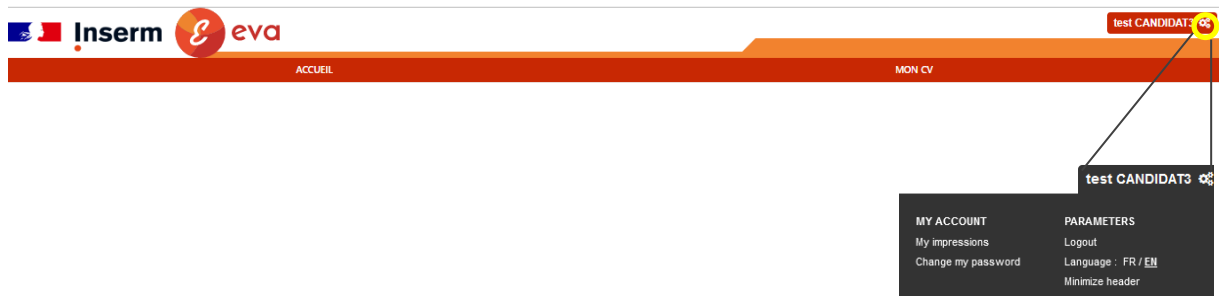You can access our EVA3 site at the link: Eva - Accueil (inserm.fr)

Click on « **Se connecter à EVA3** »

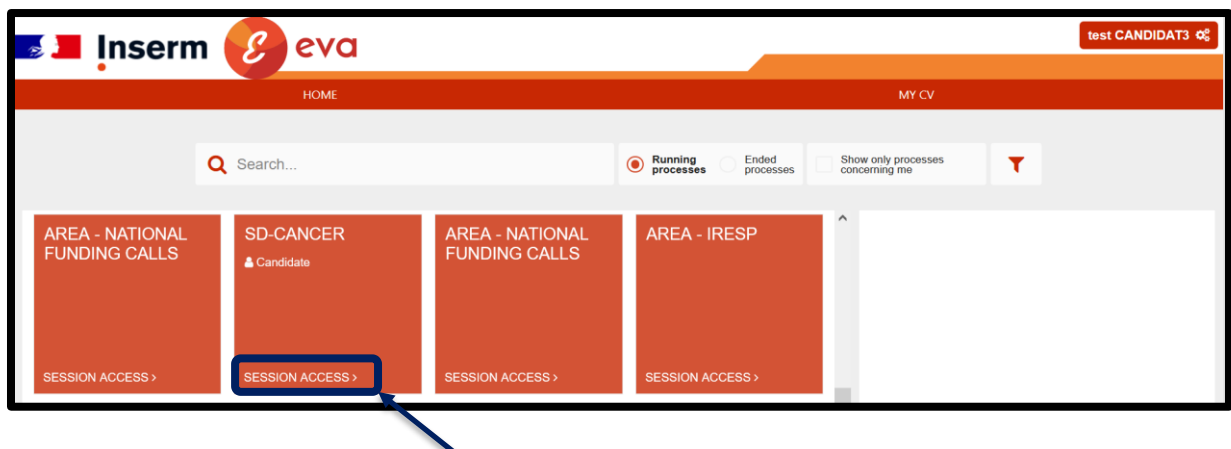You can access your personal space.

You can, at any time, by clicking on the button at the top right:

• Change the language of the EVA3 application
• Logout
• Change your password

3. Your application

Scroll down and select "**Session Access**" on the Cancer square (**ESPACE – SD CANCER**).

Select "**Process Access**" or "**Register**" on the « *MCMP–2024*» square to access your personal space in this process.

You can modify and complete your file up to the submission deadline (February 8th 2024, 5pm.) by logging into your personal space and clicking on "**My application** of XX / XX / 2023"


You will reach the home page of the process **« MCMP 2024 »** that indicates the different documents required for your application.
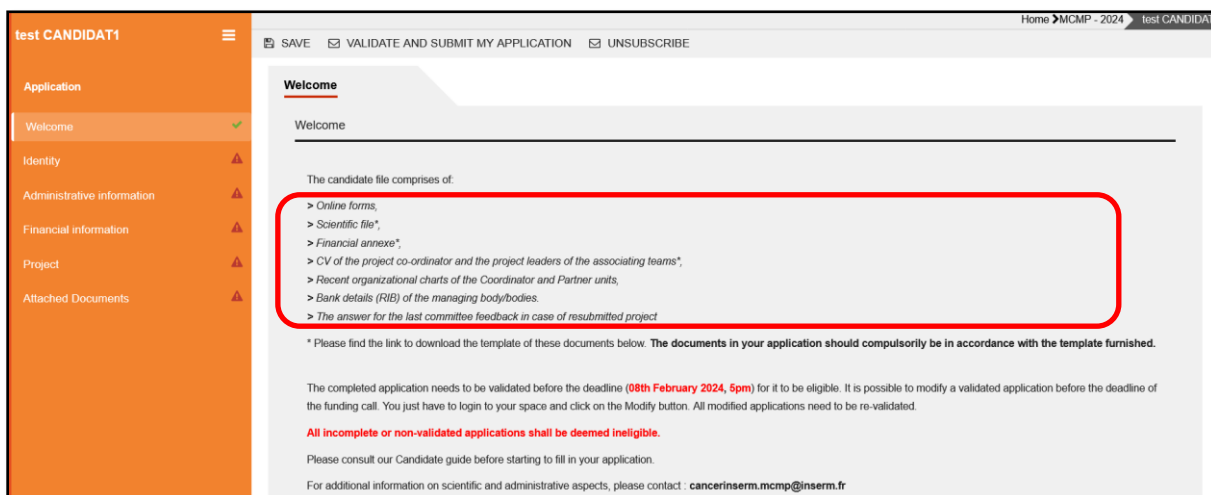

Click on each <u>online form</u> and please fill in the information required:

1. **Welcome** / Fiche d'Accueil
2. **Identity** / Fiche d'identité
3. **Administrative information** / Fiche Information Administrative
4. **Financial information** / Fiche Informations financières
5. **Project /** Fiche de Travaux et Projet
6. **Attached documents/** Fiche Documents à joindre
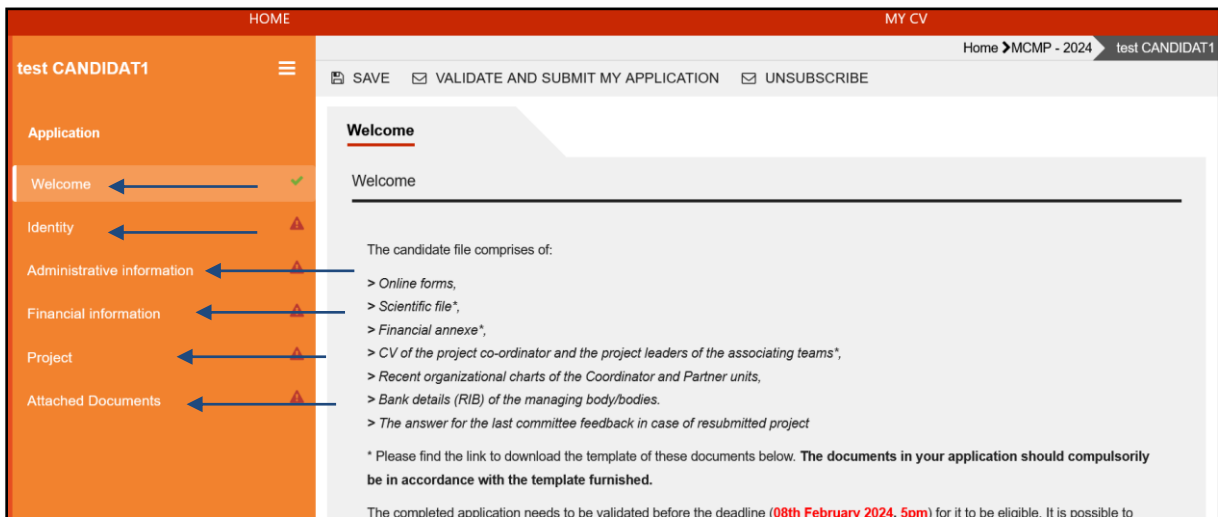
Each completely filled form is represented by a green tick mark against the form (in the orange band) on the contrary, when a form is incomplete; you will see a red attention symbol against the form (in the orange band).
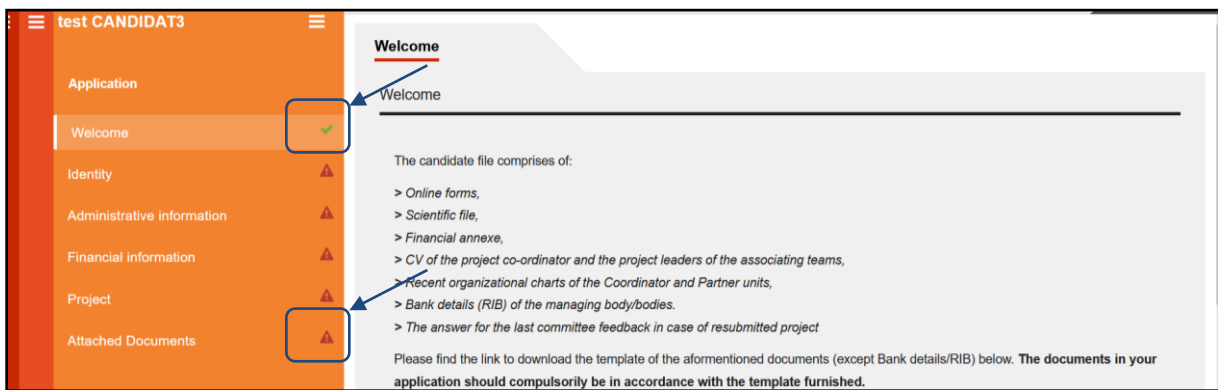


1. Welcome Form / Fiche Accueil

Your application consists of a **scientific file, financial annex, CV of the Coordinator and the project leaders of the associating teams, recent organizational charts of the Coordinator and Partners units, bank details of managing bodies, the answer for the last committee feedback in case of resubmitted project and the online forms, Administrative attestations for the use of data, if applicable** (as indicated on the left hand side in the orange toolbar).

Your application file must also include the following elements in case of resubmission:

- The response to the feedback provided by the previous committee (mandatory and only in the case of resubmission).
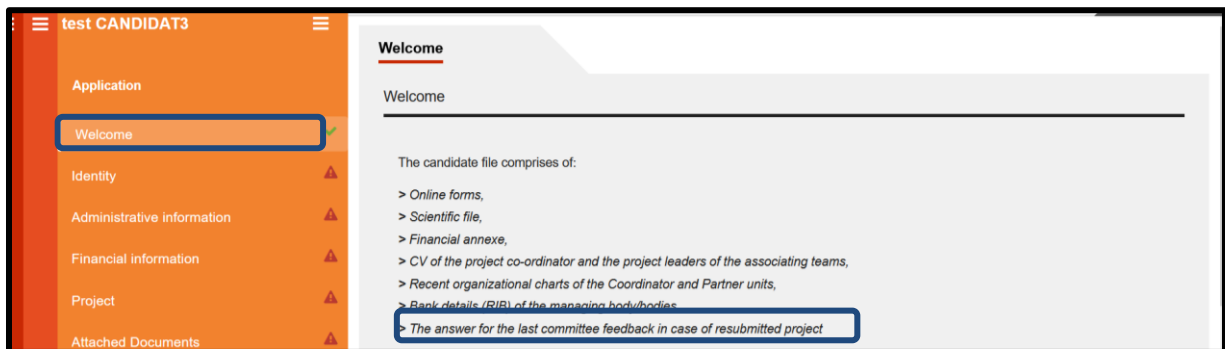
You can access the templates to download for the preparation of your application dossier (Scientific file, CV, and Financial annex), as well as the text of the **« MCMP 2024 »** call for proposals and the various guides that will assist you throughout the process. To do this, please click on the "**Download Page**" at the bottom of the page.
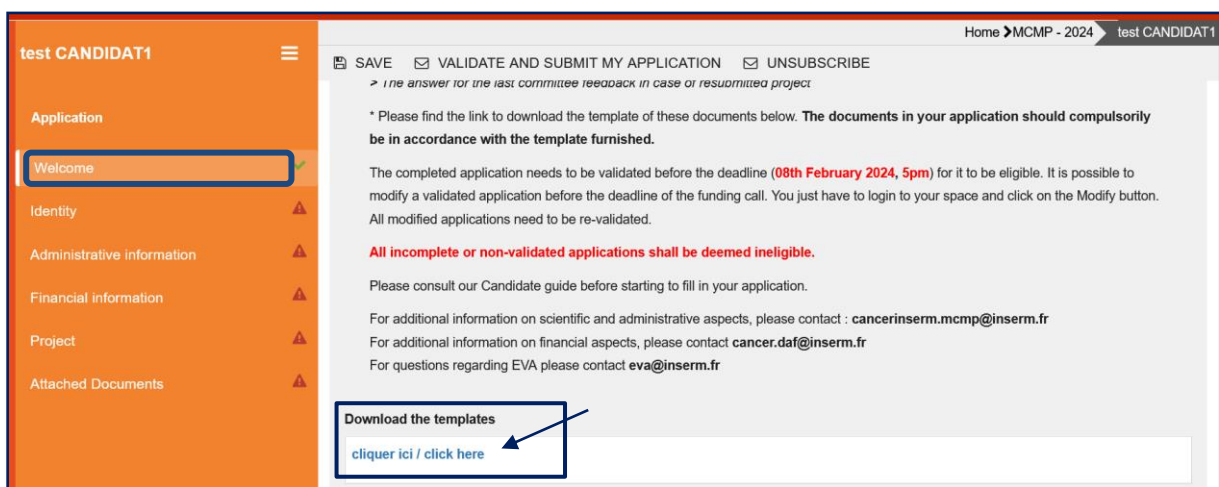
2. Identity Form /Fiche Identité

Information such as Solaris code, first name and surname are automatically recovered from your registration.
In this part, don't forget to provide your date of birth, a valid **ORCID**, and to fill in all the mandatory fields with marked "a red asterisk *****" related to the project's identity.
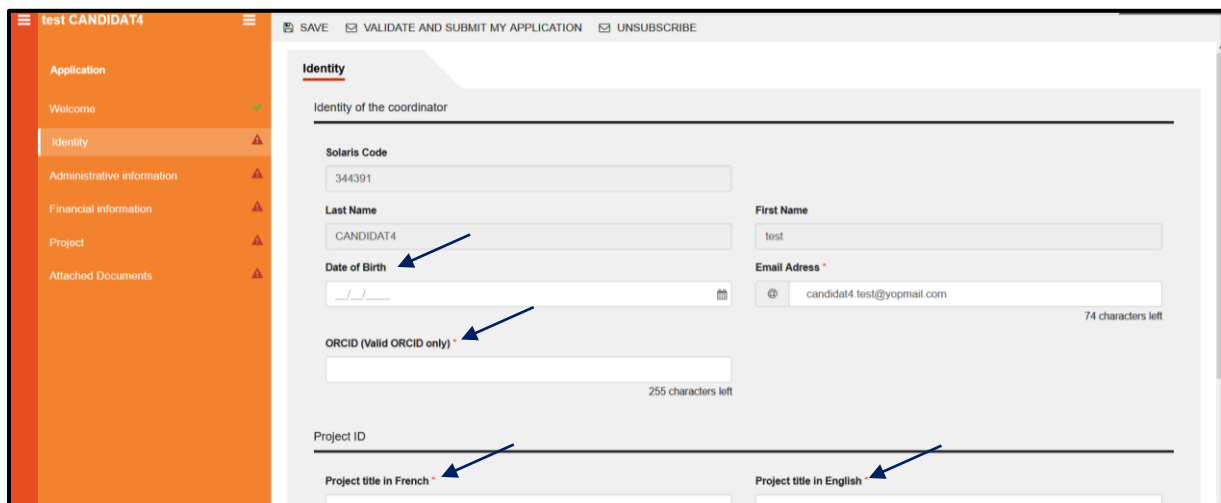
⚠ **Do not forget to save your information frequently by clicking on "Save" button**
(Found at the top of the page)

3. Administrative information Form / Fiche Informations Administratives

⚠ **The teams in the consortium need to be in numerical order with Team no.1 being that of the Coordinator**

Do not forget to fill in all the mandatory fields with "a red asterisk *"
Please refer to the explanations for certain fields by clicking this "Question mark" next to some fields.

To add each team you need to click on "Add element".

This is a repetitive action for multi team consortiums (4 max.). An application is considered ineligible if the details of all the teams are not entered.

At any time you can remove a team by clicking on "Remove the element".

⚠ **Do not forget to save your information frequently by clicking on "Save" button**
(Found at the top of the page)

4. Financial information Form/ Fiche Informations financières

Please contact the managing body of each partner team of the project (requesting funding) to best fill in the fields of the "Financial Information" sheet.
Remember there is a document called **financial annex,** to describe your budgetary expenses, that needs to be downloaded, filled in (with signatures and stamp) and uploaded (in PDF and Excel format).

You can click on "Add an item" to provide the "Financial Information" for partner teams. You can add a maximum of up to 4 teams involved in the consortium.

⚠ **Do not forget to save your information frequently by clicking on "Save" button**
(Found at the top of the page)

5. Project Form/ Fiche Travaux et Projet

Please fill in **all** the information required.
Please consult the additional information present for certain fields by clicking on the "Question mark in white on a black background" next to the field (Example: **ITMO domains**)

You are recommended to produce a scientific and technical description of the project proposal **in English** as the evaluation is carried out by international experts (Examples: Motivation for this call, Major contributions of the consortium in the domain of the current Funding call…).

Only the references of **international experts** are acceptable**. Also, please keep in mind of the ties and conflicts of interest. Collaborators cannot be the experts of your projects as they are considered as links of interest.** You must propose at least one expert.

⚠️ **Do not forget to save your information frequently by clicking on "Save" button**
(Found at the top of the page)

6. Attached documents form/Fiche Documents à joindre

Download the documents (scientific file, financial annex, CV and other documents (e.g. RIB)) from eva-accueil

Remember there is a document called **"Scientific file"** which needs to be downloaded and filled in and uploaded to elaborate more on your work.
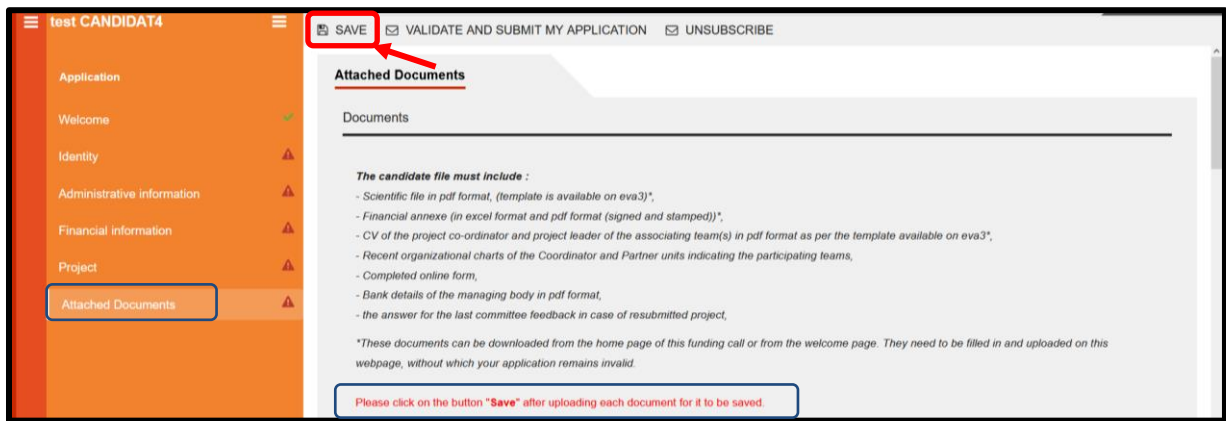
Click on "**Browse or drop document here**" to upload your document.
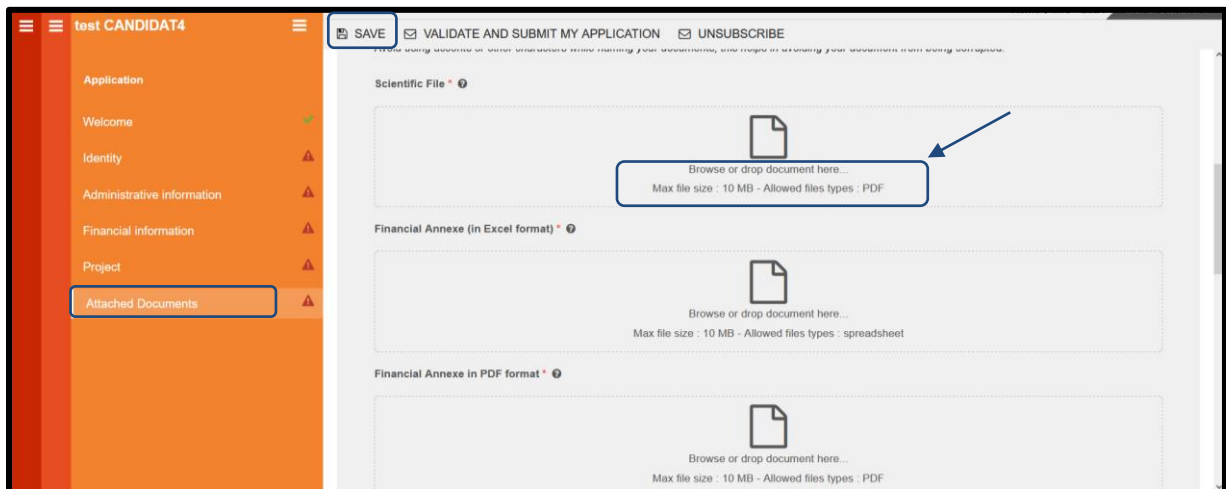

⚠️ **Do not forget to save your information frequently by clicking on "Save" button**
(Found at the top of the page)

Please fill in the form downloaded from eva-accueil and upload them in the right format (PDF/Excel) requested otherwise an error message will appear telling you that an error has occurred.
For example: for financial annex, we need both PDF (**with stamps and signatures**) and Excel formats.
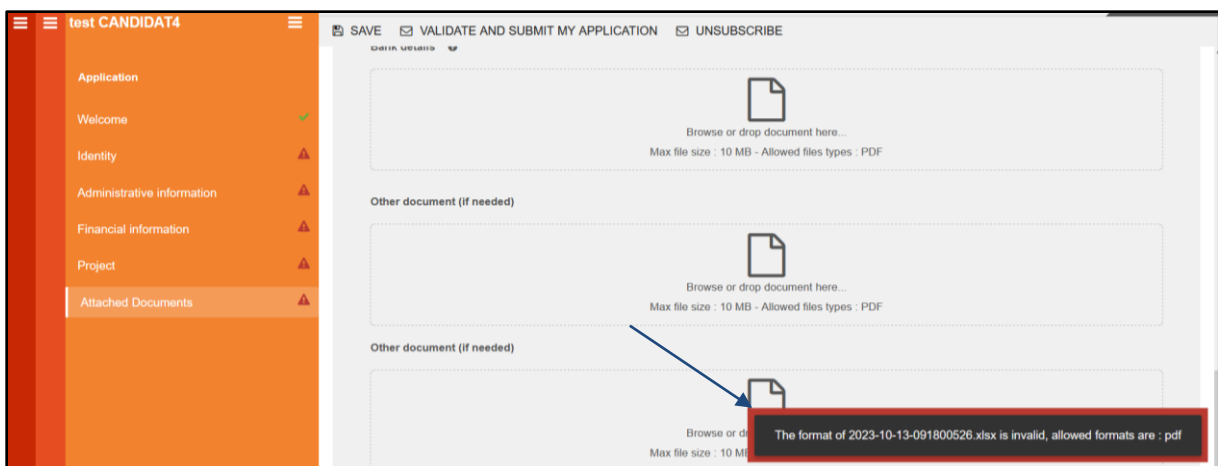
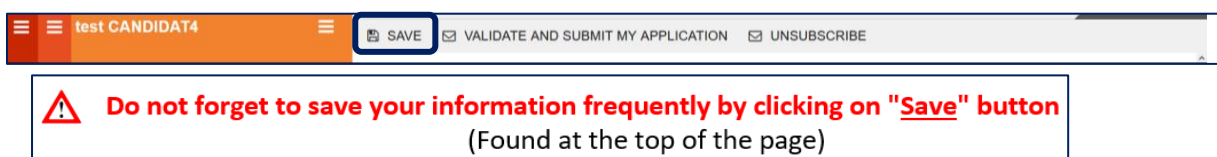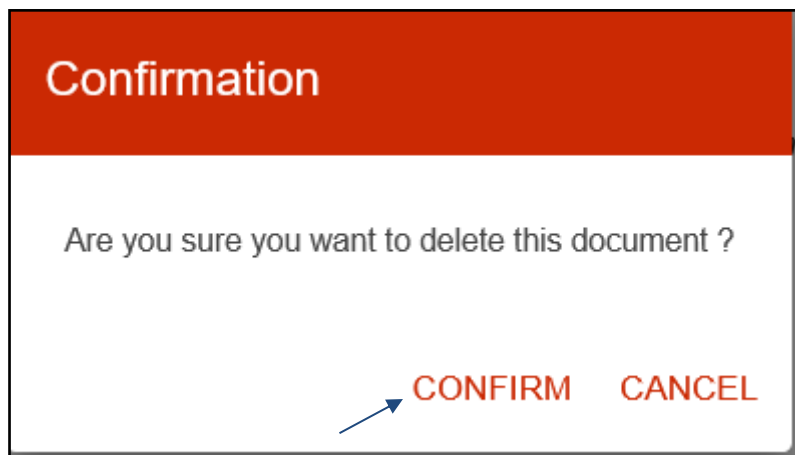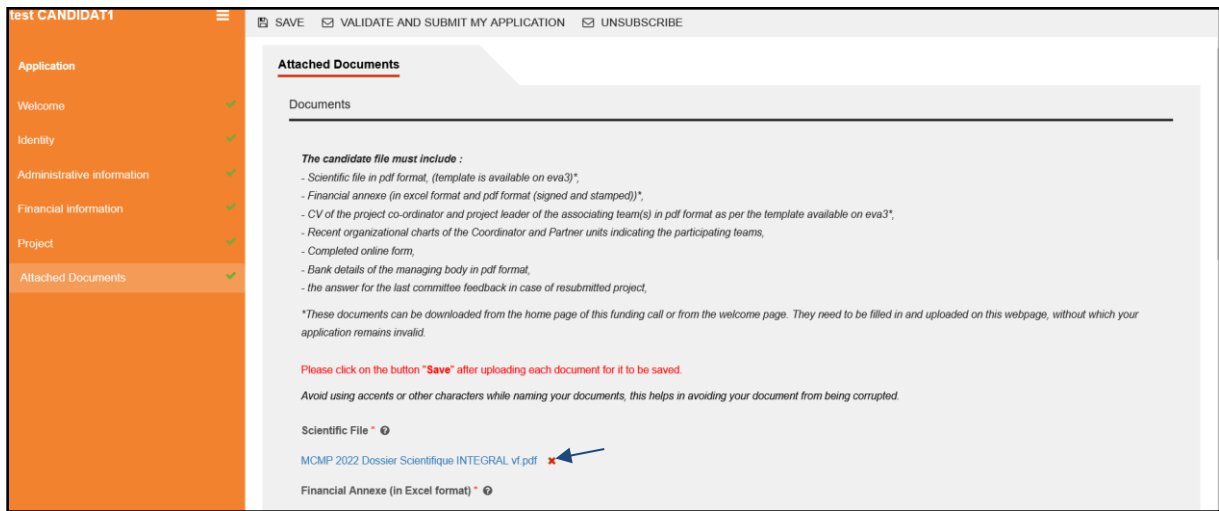At any time, you can modify or delete an attached document already uploaded, for this you must click on "the little red cross" and then "confirm" that you want to delete this document.

4. Validation of your application

Once your application is complete, which means you have filled in all the online forms and the attached documents have been completed and uploaded and you are ready, please click on **"Validate and submit my application"** then "**confirm**" your validation
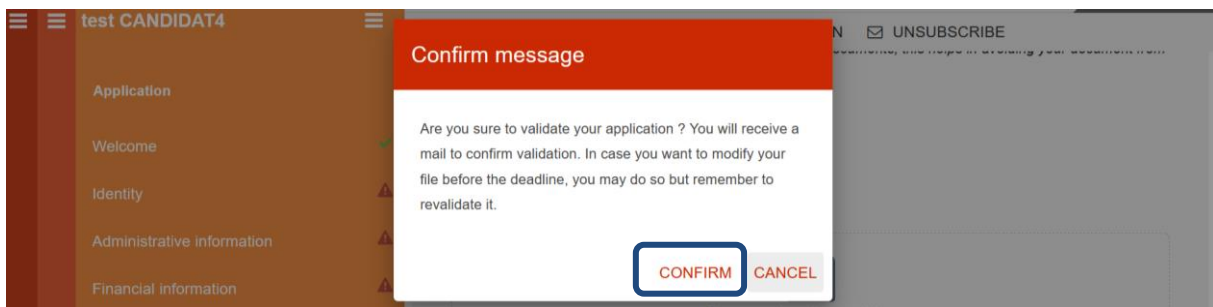
Following this, you will receive a confirmation email upon submission. In case you have not received this email please contact eva@inserm.fr.

You may "**modify**" your application after submission but only until the deadline.
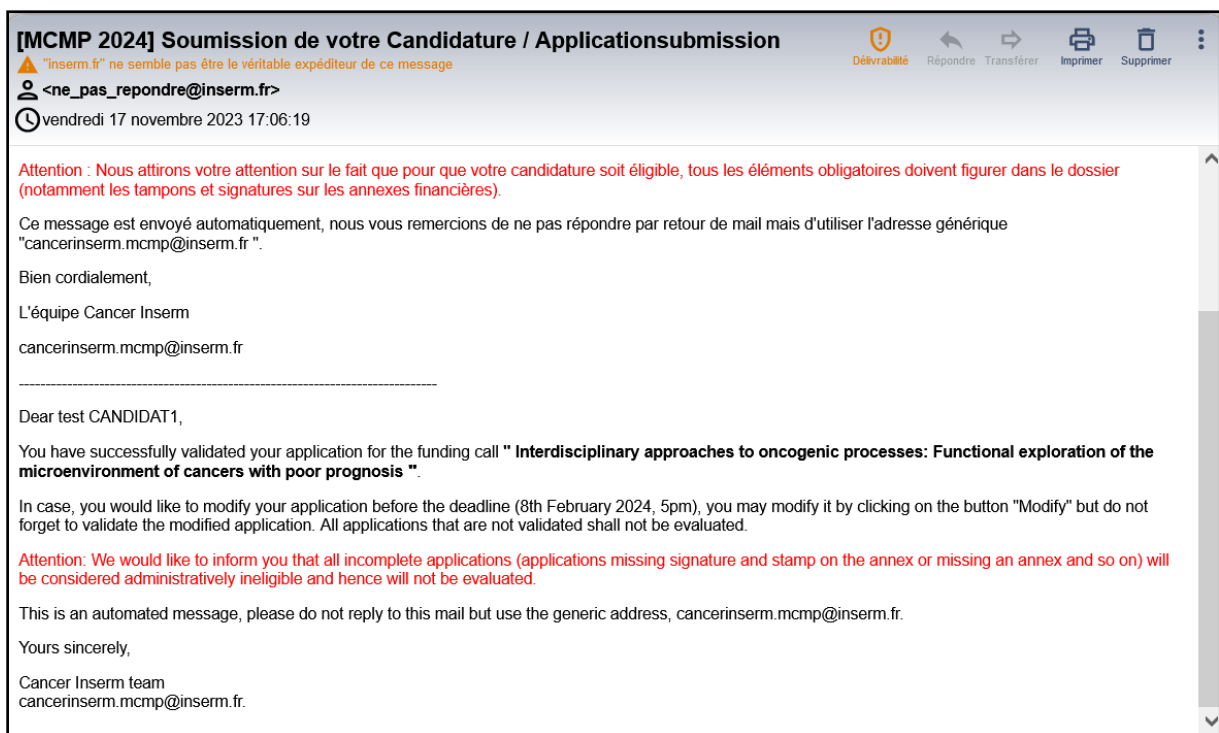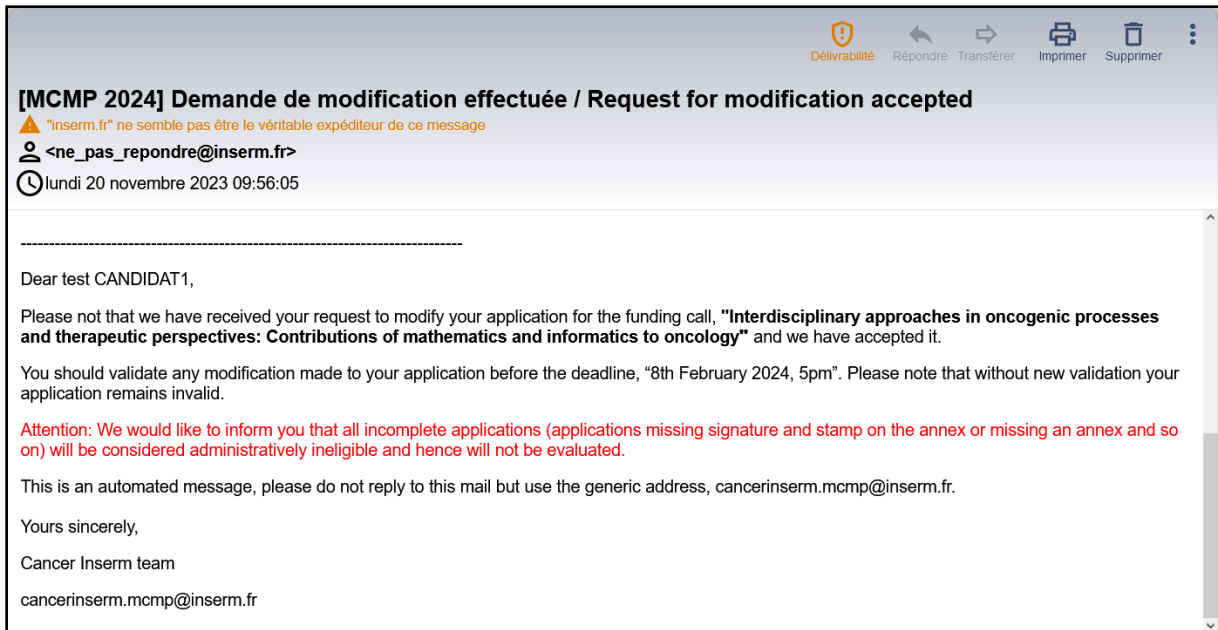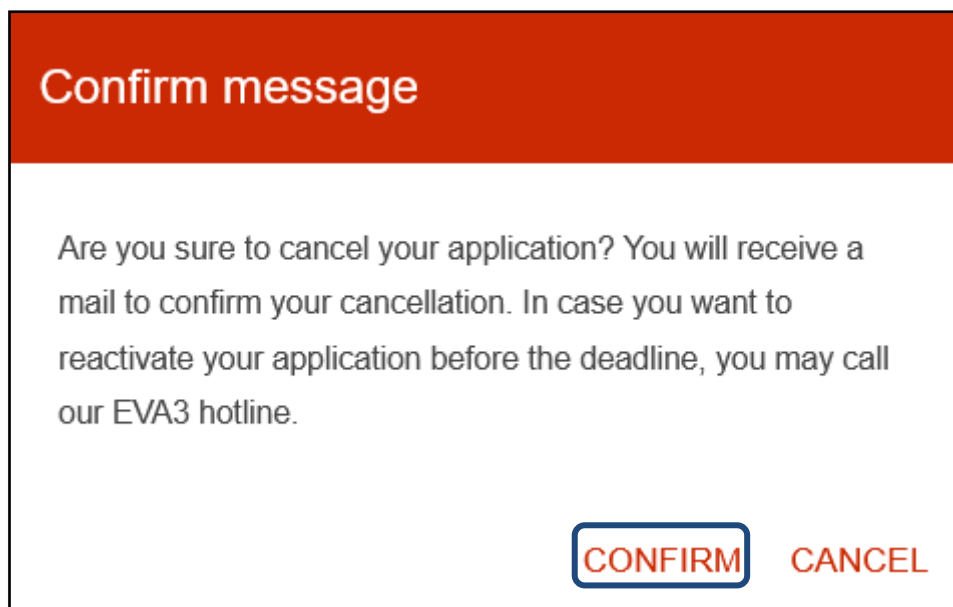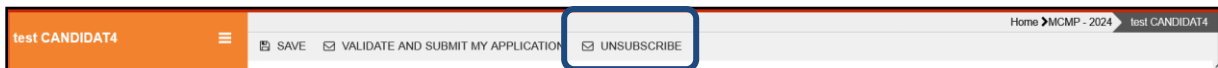**If this is the case, do not forget to "save" and then "validate and submit" your application after each modification, for your application to be accepted.**

Following this, you will receive a confirmation email.

[MCMP 2024] Demande de modification effectuée / Request for modification accepted

⚠ "inserm.fr" ne semble pas être le véritable expéditeur de ce message

👤 <ne_pas_repondre@inserm.fr>

🕐 lundi 20 novembre 2023 09:56:05

Dear test CANDIDAT1,

Please not that we have received your request to modify your application for the funding call, **"Interdisciplinary approaches in oncogenic processes and therapeutic perspectives: Contributions of mathematics and informatics to oncology"** and we have accepted it.

You should validate any modification made to your application before the deadline, "8th February 2024, 5pm". Please note that without new validation your application remains invalid.

Attention: We would like to inform you that all incomplete applications (applications missing signature and stamp on the annex or missing an annex and so on) will be considered administratively ineligible and hence will not be evaluated.

This is an automated message, please do not reply to this mail but use the generic address, cancerinserm.mcmp@inserm.fr.

Yours sincerely,

Cancer Inserm team

cancerinserm.mcmp@inserm.fr

You may delete/cancel your application at any point before submission by clicking on the button **"Unsubscribe"** then "**Confirm**".

Confirm message

Are you sure to cancel your application? You will receive a mail to confirm your cancellation. In case you want to reactivate your application before the deadline, you may call our EVA3 hotline.

CONFIRM   CANCEL

Following this, you will receive a confirmation email.

[MCMP 2024] Candidature annulée / Application cancelled

👤 <ne_pas_repondre@inserm.fr>

🕐 lundi 20 novembre 2023 10:02:05

Please note that we have accepted your request to cancel your application for our funding call **"Interdisciplinary approaches to oncogenic processes: Functional exploration of the microenvironment of cancers with poor prognosis"**.

In case you decide the contrary before the deadline (8th February 2024, 5pm) of the Funding Call, please contact the EVA hotline (eva@inserm.fr). All applications that are not validated shall not be evaluated.

This is an automated message, please do not reply to this mail but use the generic address, cancerinserm.mcmp@inserm.fr.

Yours sincerely,

Cancer Inserm team
cancerinserm.mcmp@inserm.fr.

A confirmation email will be sent after each action of submission / modification / unsubscribe.
       ➡   **In case you have not received this email please contact eva@inserm.fr**

⚠ **All incomplete files will automatically be considered ineligible for the next steps of the process.**