

General Imperial Information for use in Marie Skłodowska-Curie proposals

This document provides general information about Imperial College London and also links to where you can find more information on Imperial's website (www.imperial.ac.uk; note that you are advised to use Chrome or Firefox). **This document is intended as a signpost to enable you to access relevant information to incorporate into the appropriate sections of your proposal and should be supplemented by Faculty/Department information** provided either by your potential supervisor or from your Departmental Operations Manager.

Please **do not** copy and paste large sections of text from either this document or the website as evaluators will be able to detect style changes and if they feel that parts of your proposal have been copied, they may question the originality of the whole proposal and deduct marks. Please also note Imperial College London's standards for [research integrity](#) apply to proposals submitted with Imperial as Host Institution. Your proposal must not breach these standards.

If you have questions, please contact the [EU Team](#) or make use of any of the contact details listed on the web pages referenced in this document.

About Imperial College London

Imperial College London is a science-based university with an international reputation for excellence in teaching and research and is the only UK University to focus entirely on science, engineering, medicine, and business. Consistently rated amongst the world's best universities, Imperial is committed to developing the next generation of researchers, scientists, and academics through collaboration across disciplines. Located in the heart of London, Imperial is a multidisciplinary space for education, research, translation and commercialisation, harnessing science and innovation to tackle global challenges.

Imperial College London embodies and delivers world-class scholarship, education and research in science, engineering, medicine and business, with particular regard to their application in industry, commerce and healthcare. Imperial fosters multidisciplinary working internally and collaborates widely externally; Imperial is consistently ranked among the top ten of the [most international Universities in the world](#). The College is home to 17,000 students and 8,000 staff.

Since its foundation in 1907, Imperial's contributions to society have included the discovery of penicillin, the development of holography and the foundations of fibre optics. Our research aims to create knowledge generally and provide solutions to a broad spectrum of societal and economic issues, including energy, environment, healthcare and security.

Further information

Including Imperial's UK, Europe and World status, information about eminent people, Nobel Laureates, key facts and figures, mission, strategy and history.

- www.imperial.ac.uk/about/
- www.imperial.ac.uk/about/introducing-imperial/
- www.imperial.ac.uk/about/introducing-imperial/facts-and-figures/
- www.imperial.ac.uk/research-and-innovation/about-imperial-research/ref/
- www.imperial.ac.uk/about/introducing-imperial/league-tables/
- www.imperial.ac.uk/about/introducing-imperial/our-people/

- www.imperial.ac.uk/strategy/
- www.imperial.ac.uk/about/history/

Research Excellence and International Collaboration

- **Research Excellence Framework (REF) 2021**. REF is the system for assessing the quality of research in UK higher education institutions. Clearly as the more recent exercise the focus should be on the results in the link above, but the [REF 2014](#) could be mentioned to show consistency in your field. According to the REF 2014 Imperial has the greatest concentration of high impact research of any major UK university. Further detail can be found at www.imperial.ac.uk/research-and-innovation/about-imperial-research/ref/ and in the accompanying [press release](#). Please also consult your Department for specific information relating to your field.
- **Framework Programme 7 (2007-2013)** Imperial was fully committed to involvement in FP7, as demonstrated by its participation in over 670 FP7 projects, this includes the hosting of 170 Marie Curie Individual Fellows. Among higher education institutions, Imperial had the third largest number of signed FP7 grant agreements (2007-2013, 7th FP7 monitoring report).
- **Horizon 2020 (2014-2020)** Imperial was fully committed to involvement in Horizon 2020 which began in January 2014 and ended in December 2020. Imperial was awarded 500 Horizon 2020 projects, of which over 170 were Marie Skłodowska-Curie Individual Fellowships, and of which 54 projects were Marie Skłodowska-Curie International Training Network projects.
- **Horizon Europe (2021-2027)** Imperial participates in over 280 projects resulting from successful Horizon proposals across all areas of Horizon Europe. Of these, Imperial participates in: 36 Marie Skłodowska-Curie Doctoral Network projects both as a Beneficiary and via the UKRI Horizon Guarantee scheme; and in 99 Postdoctoral Fellowships which were successful in Marie Skłodowska-Curie Postdoctoral Fellowships calls between 2021 and 2024, both as a Beneficiary and funded via the UKRI Horizon Guarantee scheme.
- **International Relations Office** The College's International Relations Office is a central team which supports the development of academic partnerships with overseas universities, governments and related international organisations.

Human Resources

- The **Human Resources (HR) and Organisational Change** mission statement is to strive to attract, develop, reward and retain a diverse community of the highest calibre staff. **Human Resources** provide front line recruitment, employment and employee relations services to College departments. Of particular relevance to Individual Fellowship applicants is the **HR guidance on immigration** as some fellows will need a visa to work in the UK.
- Imperial resources a dedicated **Equality, Diversity and Inclusion Centre** which promotes and embeds all aspects of equality throughout the College's communities and aims to support the whole College to foster an inclusive environment to support the diversity of our staff. Several committees, networks and initiatives exist to support Imperial's commitment to Equality, Diversity and Inclusion, details of which can be accessed from the link above. For example, Imperial is a member of the **Athena SWAN Charter** which encourages and recognises commitment to advancing women's careers in science, technology, engineering, maths and medicine (STEMM) employment in higher education and research. Imperial has also created the role of **Assistant Provost (Equality, Diversity and Inclusion)** to promote equality, diversity and inclusion for staff and students across all protected characteristics.

- Imperial has held the [HR Excellence in Research Award](#) since 2012 and is committed to implementing the EU's [Human Resources Strategy for Researchers \(HRS4R\)](#). Imperial endorses the 40 principles of the [European Charter and Code](#) and the 7 principles of the [UK Concordat to Support the Career Development of Researchers](#).
- [Occupational Health](#) is responsible for the provision of advice on health policies and environmental health hazards, health promotion and supervision, health surveillance of special groups and a confidential counselling service. Its mission is to promote and support a culture where the physical and psychological health of staff, students and others involved in the College is respected, protected and improved whilst at work
- [Disability and neurodiversity](#) Imperial is a [Disability Confident Leader](#): we are committed to recruiting and supporting disabled and neurodiverse staff, and ensuring they can thrive. The provisions covered here will be particularly relevant for any researchers who are eligible for the MSCA Special Needs Lump Sum, which provides support for extra costs entailed by researchers with disabilities where their participation would not be possible without additional financial support. The allowance can be used to cover, for example, the costs of assistance by third persons or to adapt the work environment. Please contact the [EU Team](#) if you wish to discuss this further. Imperial has also set up [Able@Imperial](#), a network for staff with disabilities and those who support them.

Support for your research

Imperial has a solid infrastructure for supporting research, and your project will have access to institution-wide resources.

- Imperial College London has committed to the [Concordat to Support the Career Development of Researchers](#), an agreement covering development of UK Researchers that aims to create a healthy and supportive work environment and culture. As a result, Imperial offers all Postdoctoral Researchers the opportunity of [10 days to for professional development](#) per year. This provision is designed to support the acquisition and maintenance of professional competencies and transferable skills that contribute holistically to your career development. **Please stipulate that you will utilise these specific training opportunities within the MSCA Fellowship in your application.**
- If you hold a professional accreditation that requires you to complete a minimum number of professional and/or academic training hours per year, please also address this in your application.
- [Information and Communication Technologies](#) (ICT) services.
- [Library Services](#) Your project will have access to research databases and journals from the Imperial library, as well as other forms of [research support](#), including the means to deposit your publications in a College-wide digital repository known as "[Spiral](#)", under open access publishing conditions.
- [Research Data Management](#) Imperial College London is committed to promoting the highest standards of academic research, including excellence in research data management.
- Administrative and operational help and research support for the management of your award will be provided by one of the dedicated Research Services Teams or Joint Research Office; which have a strong record of managing European Framework projects.
 - [Faculty of Engineering Research Services](#)
 - [Faculty of Natural Sciences Research Services](#)
 - [Joint Research Office \(Faculty of Medicine\)](#)
 - [Research Support for the Imperial Business School](#)
- The [Research Office](#) supports excellence in research funding management.

- Acting as a specialist unit within the Research Office, the [EU Team](#) provides advice on EU research and innovation funding. The EU Team can give pre-award advice and assistance on EU research projects, sign Grant Agreements, and negotiate and amend Consortium Agreements.
- **Regulatory Governance and Integrity** The [Research Governance and Integrity Team](#) exists to support the College and its researchers to meet the requirements of research regulatory governance and integrity ensuring that Imperial fulfils the legal, ethical and scientific obligations of the healthcare research process.
- **Ethics** There are two Committees responsible for reviewing ethics in research: the [Imperial College Research Ethics Committee \[ICREC\]](#) reviews health-related research involving human participants and/or their data and the [Science, Engineering and Technology Research Ethics Committee \[SETREC\]](#) which reviews non-health related research involving human participants and/or their data and research that has current or future potential impact on the environment. There is further information on ethics, and research governance and integrity, on the [Research Ethics](#) and the [Research Governance and Integrity Team](#) webpages.
- The College provides numerous resources and [training activities](#) regarding **Research Integrity**. The University is signatory to the [Concordat to Support Research Integrity](#) and is committed to “maintaining the highest standards of rigour and integrity in all aspects of research”. Imperial has a mechanisms in place to manage complaints of [research misconduct](#) and provides an Annual Report on Research Integrity in the College.
- **Intellectual Property** Imperial is committed to encouraging the [commercialisation](#) of College Intellectual Property, with a view to generating the greatest social and economic benefit. The College’s [Industry Partnerships and Commercialisation Teams](#), based in the [Enterprise Division](#), work with researchers to take inventions developed in the laboratory, protect them through intellectual property and develop commercial opportunities. The College [Intellectual property policy](#) governs the ownership and management of College IP and College’s discretionary Reward to Inventors Scheme.
- **Global Development:** The [Global Development Hub](#) serves as a convening platform to utilise Imperial’s global impact on sustainable development and the Sustainable Development Goals as a world-leading STEM institution; this should be of particular interest in relation to the [MSCA Green Charter](#).
- **Communications and Public Affairs:** The Communications and Public Affairs division tells the stories of life and work at Imperial and engages with internal and external audiences through a variety of channels including media relations, online news, public and specialised events, publications, videos, podcasting and other social media. It also encourages academic staff to promote their research directly to audiences, for example by supporting researchers to set up their own blog and use other social media platforms or recording talks and lectures for [Lectures live](#).
- **Recruitment and outreach student ambassadors:** The [Outreach team](#) aims to inspire students in the study of science, technology, engineering and medicine. [Outreach STEM events](#), in which staff involvement is invited and encouraged, range from Open Days for prospective students, inspirational hands-on activities, summer schools, mentoring programmes in schools, exciting lectures and schools’ visits to help raise awareness of Higher Education. The [Wohl Reach Out lab](#) (WROL) is a state-of-the-art educational facility on the South Kensington Campus. It is dedicated to hands-on activities aimed at engaging school children in science, technology, engineering, and mathematics (STEM) subjects; the [Dangoor Reach Out Makerspace](#) is the equivalent facility at the new White City campus. The College has an [Engagement Toolkit](#) to share the wonder and importance of what we do; this includes [training opportunities](#) aimed at helping staff understand what public engagement is, why it’s

important and what makes public engagement activities successful. Imperial holds an annual [Engagement Day](#) so that staff from across Imperial can exchange knowledge and experiences on this topic. Another means of outreach and engagement for staff is through [Imperial's School Governors' Network](#).

- The [Imperial Festival](#) was launched in 2012 to explore how Imperial might share its research with more people in new ways and has now evolved into a large-scale and prominent annual fixture in the College's calendar with around 20,000 visitors annually. It is a weekend dedicated to sharing the best science and arts on offer from Imperial through interactive stands, workshops, tours, talks and performances. Since 2019, the Imperial Festival has taken place as part of the [Great Exhibition Road Festival](#) (there was no event in 2020 due to COVID), with the next Great exhibition Road Festival likely to take place around June 2023 (exact dates TBC at the time of this document's production). Similarly Imperial staff could contribute to [British Science Week \(BSW\)](#), a ten-day celebration of science, technology, engineering and maths featuring fascinating, entertaining and engaging events and activities across the UK for people of all ages; to the [Royal Society Summer Science Exhibition](#), a week-long festival celebrating the cutting edge of UK science or to the [Pint of Science](#) festival, which brings researchers to local pubs to present their scientific discoveries.
- Imperial researchers can be connected with policymakers to support evidence-based policy development. Contacting the [International Relations Office](#) for more information.
- Guidance on [Workplace Safety](#) provisions relating to your work.

Welcoming you to Imperial

- **Welcome:** Information for new staff relating to key policies and procedures, payroll and pension details and useful information to assist you settling in to Imperial is detailed extensively on Imperial's [New Staff webpages](#), including a section on [First Day Essentials](#).
- **Living and working in the UK:** Imperial's website also includes pages on [Relocation Guidance](#) and [living in London](#).
- **Induction Process:** [Extensive guidance is given to managers](#) to prepare an induction programme for new staff that covers for example, access to email and ICT services, health and safety, ID cards.
- All new staff should attend an [Imperial Insights](#) session to be welcomed by senior staff and have the opportunity to meet new staff from across the College. There will be a presentation providing an overview of Imperial and highlighting important issues currently facing the College. The event closes with an exhibition-style section, giving you the opportunity to meet existing staff and approach various departments with your own questions. This is designed to complement, not replace, the local induction given to you by your department or division.
- [Campus Maps](#)
- [Campus Services](#) providing catering, sports and conference facilities across the College.
- [Campus Tours](#): Student-led campus tours run regularly at South Kensington campus and can be booked via the webpage.

Development

- Extensive resources are accessible from the [People and Organisational Development](#) webpages. These include the [Early Career Researcher Institute](#) in addition to safety training, equality courses and talent development. The Learning and Development Centre offers a range of development opportunities for academic, research and support staff and can be used to develop expertise that is specific to your profession or broaden your skills base to open up

new options. Full details of their comprehensive programme of events and development options are described on the above linked website.

- [Early Career Researcher Institute](#). As a postdoc at Imperial you have 10 days training per year in your contract which you can use to develop your personal skillset and transferable skills. The site provides information on the wide range of development courses, events, coaching and resources that are offered to postdocs and fellows at Imperial. Imperial's Postdoc Development Centre has recently been recognised with the European Commission's 'HR Excellence in Research' badge, which is given to institutions that have aligned both with the European Charter for Researchers and Code of Conduct for their Recruitment and represents a recognition of the Postdoc and Fellows Development Centre's efforts in supporting researchers in terms of working practices and training opportunities. Imperial also provides the [Pathways for Postdocs](#) resources for support and development of postdocs and opportunities for [Mentoring](#).
- [Assistant Supervisor title for Postdocs](#) The College has a new process in which to formally recognise the valuable contribution that postdocs make towards the student supervisor partnership. Subject to completion of [mandatory training requirements](#) can be recognised as Assistant Supervisors.
- Planning your development The [Annual Review Conversations \(ARC\)](#), the College's appraisal scheme, provides a strong basis for identifying development needs and opportunities.
- Professional Development encompasses a range of initiatives such as the [Centre for Continuing Professional Development](#) which runs short courses for professionals working in science, technology and medicine, and the [Statistical Advisory Service](#).
- The [Imperial Enterprise Lab](#) assists the next generation of innovators and entrepreneurs through a series of events and programmes, as well as providing support and a co-working space.
- MSCA PFs could apply to the [MedTech SuperConnector](#), a programme which challenges early career researchers to turn their discoveries into new diagnostic tools, medical devices and digital healthcare solutions.
- The [Imperial Venture Service](#) provides commercial advice and project support for complex ventures.
- The [Imperial College Advanced Hackspace](#) is a community of makers, hackers, inventors and entrepreneurs, supported by an extensive suite of prototyping equipment and professional experts which aims to enable staff and students to turn ideas into reality.
- The [Invention Rooms](#) is a new space for community innovation in White City with cutting-edge workshops, design studios and interactive spaces for innovation and collaboration between the College, the local community and our partners.
- While the [Early Career Research Institute](#) provides support to students, delivering a tailored programme of professional skills training, it exemplifies Imperial's commitment to training at all levels.

Extracurricular activities

- **Childcare** Imperial runs an [Early Years Education Centre](#) for children of staff and students, ranging in age from six months to four/five years. Imperial's commitment to staff with families is exemplified by a range of [family-friendly benefits](#) and a [Parents' Network](#).
- [Centre for Languages, Culture and Communication](#) Language courses and a language lab are available at Imperial, in addition to other humanities courses.
- [Move Imperial's sports facilities](#) including Imperial's sports centre [Ethos](#).

- [Volunteering](#) gives staff and students the opportunity to add to their experience by helping to run Imperial events and activities.
- Imperial has an [extensive events programme](#). In addition to departmental seminars and Imperial Inaugural lectures, a range of invited, external distinguished speakers give lectures at Imperial.
- The [Chaplaincy](#) works with experiences of faith, spirituality and religion to support study and research and promote well-being.
- Imperial staff can join a [Trade Union](#) which is a staff collective formed to protect and defend its members' interests.
- Imperial staff are entitled to become [Associate Members of the Student Union](#). As an Associate Member of Imperial College Union you are able to access social activities such as bars, events and over 370 Clubs, Societies or Projects.