

Guide to help you register on the SIGAP application platform "National Fund for Open Science N° 3"

1. Log in to SIGAP platform:

<https://sigap.cnrs.fr/>

2. Click to the platform's English version

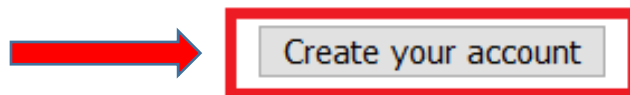


3. First-time user? Create your SIGAP account:

- This will enable you to apply to the project calls you are eligible to on SIGAP platform.

First-time user :

If you are using SIGAP for the first time, you are requested to please create an account. We recommend using your institutional email address..



4. Fill the following fields:

Create an account

Email address
<input type="text"/>
<small>* Required. If you are an employee working in a research unit associated with the CNRS, please use your email address registered in LABINTEL.</small>
Prefix
<input type="text"/>
First name
<input type="text"/>
<small>* Required.</small>
Last name
<input type="text"/>
<small>* Required.</small>

Password

.....

* Required.

Current position

Autre/Other

Scientifique area

CNRS CNU SANS

* Required.

- Select [Autre/Other] in the **Current position** field and [sans](without) in the **Scientific area section** field;

Laboratory

Laboratory code

..... * REQUIRED. The research unit code must be in the ABCwxyz format, if your unit doesn't have a specific code, please indicate XXX0000

Name

..... * REQUIRED.

Postal code

..... * REQUIRED.

City

..... * REQUIRED.

Director's last name

..... * REQUIRED.

Director's first name

..... * REQUIRED.

Director's email address

..... * REQUIRED.

Institute of the research unit

.....

Regional office

.....

Employer

.....

* REQUIRED. If you don't find your employer in the list below, indicate "INCONNU" then indicate your employer name in the text area entitled "Employer complementary information"

Employeur Complément

.....

Please enter the code displayed on the right

.....



Save Cancel

- Type your institution's/organisation's details in the above **"Laboratory"** box (enter XXX0000 as a laboratory code) ;
- Leave the following fields blank: **"Institute of the Research unit"** and **"Regional office"** - fields which are used for CNRS in-house projects only;
- If you can't find your organisation in the **"Employer"** scroll-down list, please use [INCONNU] (Unknown).

5. If you already have a SIGAP account or created, you can log in as a registered user by entering your email and password in the application's home page: <https://sigap.cnrs.fr/>

First-time user :

If you are using SIGAP for the first time, you are requested to please create an account. We recommend using your institutional email address..

Create your account

Registered user :

You have two options to log in

Connection with a SIGAP account

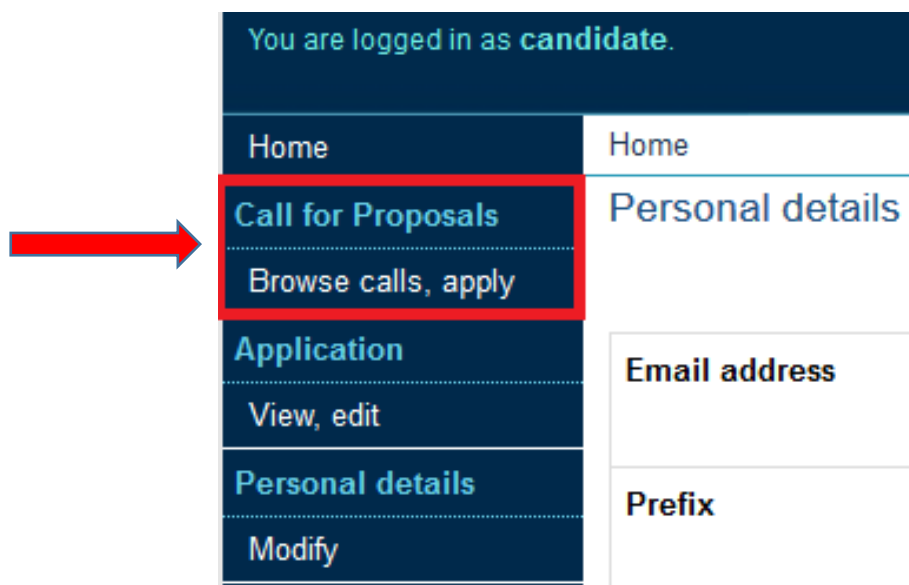
Email address

Password

Login

If you forgot your password : [Reset password](#)

6. Once you have logged in, go to the "Browse calls, apply" thumbnail in the left-hand side of the page:



The screenshot shows a user interface for a logged-in candidate. At the top, a dark blue banner reads "You are logged in as candidate." Below this is a navigation menu with several items: "Home", "Call for Proposals", "Application", and "Personal details". The "Call for Proposals" item is highlighted with a red box, and a red arrow points to it from the left. Under "Call for Proposals", there is a sub-item "Browse calls, apply". To the right of the navigation menu, there are sections for "Personal details", "Email address", and "Prefix".

7. Select the call titled "APPEL À PROJETS FONDS NATIONAL POUR LA SCIENCE OUVERTE N° 3", open to applications from November 16, 2022:

Research call

To view or apply for a call, select the name of the call below

Show entries

Name of proposals	Closing date	Closing time
	Date min <input type="text"/> Date max <input type="text"/> x	
AO INSU EC2CO	24-06-2024	00:00
Campagne subventions revues	16-12-2022	11:00
FONDS NATIONAL POUR LA SCIENCE OUVERTE N°3	22-02-2023	14:00
Campagne subventions InSHS revues 2023-2024	17-07-2023	00:00

8. Read the instructions of the Project call landing page, download the documents for the call and click "Apply":

Welcome to the application platform for the National Fund for Open Science call for projects n°3 "Publications"

The National Fund for Open Science call for projects platform is open from November 16, 2022 at 2:00 p.m. CET (UTC+1) to February 22, 2023 at 2:00 p.m. CET (UTC+1).

To apply for the third call for projects of the FNSO, please use the following procedure:

1. Download the enclosed file below and read the text of the call for projects;
2. You may also download the enclosed file of the PDF version of the "Online preparatory template form", below, to prepare your answers before entering them via the online form;
3. Then click on "apply" at the bottom of this page and enter all the information required for the call for projects;
4. Be sure to submit, in the "attachments" section at the end of the online form, all the documents relating to your application:
 - The CVs of the Project Coordinator and all project leaders;
 - The financial request table for the project;
 - Any additional documents to support the application (financial summaries, graphical representations, presentations or explanatory annexes).

Reminder:

- French is the preferred language for these applications. You may, however, apply in English.
- Some documents have been translated into English to facilitate understanding. However, the French version of these documents is the only authentic one.
- To facilitate your application, we invite you to save your data regularly.
- For more information, please visit the website <https://www.ouvrirlascience.fr/open-science/>
- For any questions or difficulties please contact fns0.aap@cnrs.fr

Apply



9. Follow the application procedure to its completion, save your application regularly in the meantime and send it when ready.

(In case of difficulty)

If you have any difficulties, the tabs below can help you:



- The "[Help](#)" tab allows you to consult more detailed documentation to register and create your application space. It also lists the most frequently asked questions.
- The "[Support](#)" tab allows you to request a webmaster in the case of a computer-related problem concerning the SIGAP application (difficulty in registering, connecting by email, password, technical blocking of any kind).
- For any questions or general difficulties, you can also contact the following address: fns0.aap@cns.fr