



Call for applications under joint research projects  
between Germany and Poland 2022

Narodowa Agencja Wymiany Akademickiej – NAWA (Poland) /  
Deutscher Akademischer Austauschdienst – DAAD (Germany)

Start date of the call for applications: **6 April 2022**

Deadline for applications: **30 June 2022 3 p.m. (local time for Warsaw)**

**1. Purpose and scope of cooperation**

The aim of the call for applications is to support the mobility of scientists conducting research projects agreed and carried out jointly by eligible applicants from Poland and partners from Germany (referred further as “Activity”).

Funds for Projects under the call for applications are allocated to cover the travel expenses and costs of stay for the scientists, except for financing the research itself. Financing of conducted research has to be guaranteed from other sources.

The applications concerning a joint project (further referred as “Project”) shall be submitted simultaneously by partners from Germany to DAAD as well as by Polish partners to NAWA. Only applications submitted jointly in Poland and in Germany will be considered. Applications submitted in Poland and in Germany should have the same title in English and the same implementation period.

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**2. Eligible Applicants**

Applications for financing may be submitted by entities classified to one of the following categories:

1. HEIs<sup>1</sup>;
2. scientific institutes of the Polish Academy of Sciences<sup>2</sup>;
3. research institutes<sup>3</sup>;
4. institutes operating within the Łukasiewicz Research Network<sup>4</sup>

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<sup>1</sup> As referred to in the Act of 20 July 2018 - Higher Education and Science Law (i.e., Journal of Laws of 2021, item 478, as amended), hereinafter referred to as "HES"

<sup>2</sup> Within the meaning of the Act of 30 April 2010 on the Polish Academy of Sciences (i.e., Journal of Laws of 2020, item 1796, as amended)

<sup>3</sup> Within the meaning of the Act of 30 April 2010 on research institutes (i.e., Journal of Laws of 2020, item 1383, as amended)

<sup>4</sup> Referred to in art. 7 item 1 point 6b HES

5. international institutes or other entities that conduct mainly scientific activity independently and continuously, holding a scientific category <sup>5</sup>.

3. <b>Additional requirements</b>	<p>The Project coordinator can be a person holding at least a doctoral degree, employed by the Applicant.</p> <p>Members of the research team can be members of the Project coordinator's current research team, employed in their unit or other units being part of the system of science and higher education.</p> <p>Students may also be members of the research team, as long as they take an active part in conducting research covered by the Project, and their participation is allowed by the partner country.</p> <p>Priority of financing will be granted to the teams that were not financed under previous calls for applications.</p> <p>It shall only be possible to act as a coordinator for one project in a given call.</p> <p>The project coordinator cannot be a member of the team in another application submitted in the same call.</p>
4. <b>Fields of science</b>	<p>The research projects submitted in this call may represent any field of science.</p> <p>Each application should indicate the thematic area covered therein, based on the OECD classification.</p>
5. <b>Deadline for submitting applications</b>	<p>Applications shall be submitted until <b>30 June 2022 by 3 p.m. (local time for Warsaw)</b> in the NAWA's ICT system (later referred as "System"). Applications submitted beyond this deadline shall be left without consideration.</p>
6. <b>Form of submitting applications</b>	<p>Submitting the application is possible following the registration in the System available at: <a href="https://programs.nawa.gov.pl">https://programs.nawa.gov.pl</a>.</p> <p>The application and its annexes shall be drawn up in Polish. Exception shall be the project title, abstract and a CV of a coordinator from a partner country included in the application (in English). The title of the project should be identical in the applications submitted by both parties.</p> <p>There is no limit for applications submitted by one Applicant. It is allowed to submit one application as part of one research project.</p> <p>Sending the application in the System shall result in the status of the application changing to "submitted" and the Applicant receiving an e-mail.</p>

<sup>5</sup> Referred to in art. 7 item 1 points 6 and 8 HES

It is the responsibility of the Applicant to verify whether the application was sent properly.

7. <b>Person authorised to submit the application</b>	The person submitting the application in the System must have a valid power of attorney to represent the Applicant granted by an authorized person (e.g. granted by the rector of the university or the director of the research institute) and attach it to the submitted application.
8. <b>Project implementation period</b>	<p>Projects submitted under the call for applications can be implemented for the period of 12 or 24 months, between <b>1 January 2023</b> and <b>31 December 2024</b>.</p> <p>The costs may be incurred in the period specified in the contract with NAWA. The agreement with the Beneficiary will be concluded pursuant to Art. 17 sec. 1 point 3 of the Act on the establishment of the National Agency for Academic Exchange.</p>
9. <b>Eligible costs covered by the Polish party</b>	<p>The maximum amount of funding a project may receive from NAWA's budget shall be PLN 25,000. The aforementioned amount can be freely increased with the Applicant's own funds.</p> <p>Each party covers the travel costs as well as the costs of stay of the scientists from its country.</p> <p>Under the funds allocated by NAWA, eligible expenditure on the Polish side shall be:</p> <ol style="list-style-type: none"> <li>1) Travel expenses<sup>6</sup> of Polish scientists to Germany – maximum amount for one journey of one scientist shall be PLN 2,000.</li> <li>2) Costs of stay of Polish scientists in Germany:             <ol style="list-style-type: none"> <li>a) when a stay lasts for up to 12 days – PLN 350 a day;</li> <li>b) in the case of longer stays - PLN 4,200 a month, provided that the stay lasts more than 12 and no more than 30 days.</li> </ol> </li> </ol> <p>Costs of conducting research and any other costs incurred under the Project shall be ineligible.</p> <p>The requested Project budget can be reduced as a result of Project evaluation.</p>
10. <b>Project selection procedure</b>	Applications are subject to separate evaluations in Poland and in Germany, pursuant to the procedure adopted by each of the parties. Once the

<sup>6</sup> Travel expenses cover in particular costs of travelling from the place of residence to the place of destination, costs of visas, health insurance costs, costs of third-party liability insurance and costs of accident insurance as well as the costs of testing for the presence of the virus responsible for COVID-19 in connection with a travel as part of the Project.

national procedure is concluded, the joint committee consisting of representatives of both parties shall select projects for financing.

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11. Evaluation of  
applications at  
NAWA

The selection procedure performed by Polish party:

Applications for participation in the Programme shall be subject to formal and substantive evaluation.

Formal evaluation

Only complete applications that meet the formal requirements set out in this call are submitted for substantive assessment.

Rejection at the stage of formal evaluation of the application submitted in the partner's country means leaving without consideration the application for the same research project submitted on the Polish side.

Applications that fail to meet the formal requirements shall be returned to the Applicant via the System with information about the possibility to supplement them within 14 days of the date of providing in the System information on the corrections needed. NAWA may also request the Applicant to provide further documents or clarifications. Applications that are not supplemented in a timely manner shall be left out of consideration. Communication with the Applicant shall be handled via the Agency's ICT system and e-mail correspondence, and the Applicant shall be obliged to regularly check the status of the submitted application in the System.

Substantive assessment

The applications shall be evaluated by the evaluation team appointed by the Director of NAWA.

Substantive assessment of applications shall be made in observance of the following criteria:

1. Scientific importance of the project covered in the application – *0 to 5 points*;
2. Proposed research methodology– *0 to 5 points*;
3. Qualifications and experience of both research teams when it comes to the field covered in the project – *0 to 5 points*;
4. Importance of the established scientific cooperation and prospects for its continuation – *0 to 5 points*.

Additional criteria:

Points shall be awarded for giving consideration to the priorities, laid down in this call for applications, whereby 1 shall mean that an additional criterion has been met, 0 – an additional criterion has not been met.

- 1) Participation of young scientists<sup>7</sup> in Polish research group
- 2) Possibilities of cooperation with socio-economic partners during or as a result of the Project.

Maximum number of points that can be obtained as a result of substantive assessment conducted by NAWA is **22**.

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## 12. Appeal procedure

The applicant, after receiving information about leaving the application without consideration or information granting or refusing support by the Director, may request the Director to reconsider the case in the event of formal violations in the awarding of funds for the assessment on the Polish side.

The request for reconsideration of the case may include objections only as to formal issues in the process of granting funds, and not to the merits of substantive assessment carried out by the Polish side. Submission of the request for reconsideration of the case for another reason, including the result of the assessment in the partner's country or the procedure carried out by it, will result in the issuing of a decision stating inadmissibility of submitting the request for reconsideration of the case.

The request for reconsideration of the case should be submitted to the Director within 14 days from the date of receipt of information granting or refusing support or receiving information on leaving the application without consideration, in writing to the following address: *National Agency of Academic Exchange, ul. Polna 40, 00-635 Warsaw* or via the System.

The Director's decision after considering the request for reconsidering the case is final and cannot be appealed.

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## 13. Financing

Funds for Project implementation shall be transferred to the Applicants:

- 1) for projects that last 12 months – in a single tranche within 30 days from concluding the agreement.

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<sup>7</sup> Pursuant to HES - a young scientist is a person engaged in academic activity who:

1) is a doctoral student or an academic lecturer and does not hold a doctoral degree or

2) has held the doctoral degree for less than 7 years and is employed in a higher education institution.

- 2) for projects that last 24 months – in two tranches, whereby the first one shall be transferred to the Applicant’s account within 30 days from concluding the agreement and the other one once the interim report is approved.

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**14. Reporting**

Final reports shall be mandatory for all implemented Projects. Interim reports shall be mandatory for projects implemented for 24 months. The interim report shall be submitted by 31 January 2024. The final report shall be submitted within 30 days from the Project’s completion. Both interim and final reports are submitted in the NAWA ICT system.

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**15. Contact on the  
Polish side**

Polish National Agency for Academic Exchange  
Piotr Serafin  
Department of Programmes for Scientists  
ul. Polna 40  
00-635 Warszawa, POLAND  
e-mail: piotr.serafin@nawa.gov.pl  
tel: (+48) 22 390 35 46  
<https://nawa.gov.pl/>

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**16. Contact on the  
German side**

Mr Tobias Hill  
Referat P33: Projektförderung deutsche Sprache und  
Forschungsmobilität (PPP)  
DAAD - Deutscher Akademischer Austauschdienst  
Kennedyallee 50, 53175 Bonn, GERMANY  
Tel. +49 228 882 490  
Email: hill@daad.de  
Website: <https://www.daad.de>