

ANNOUNCEMENT OF THE CALL FOR APPLICATIONS IN THE ULAM NAWA
PROGRAMME
no. 8/2024 of February 15, 2024

I. SCOPE OF RECRUITMENT

Pursuant to Article 19 section 1 of the Act on the Polish National Agency for Academic Exchange of July 7, 2017, the Director of the Polish National Agency for Academic Exchange announces a call for applications for participation in the **Ulam NAWA Programme** (hereinafter referred to as the “Programme”).

II. PROGRAMME DESCRIPTION

2.1. Aim of the Programme

The aim of the Programme is to increase the internationalization of Polish universities and scientific institutions. The Programme will allow outstanding scientists with at least a doctoral degree to come to Poland for a period of 6 to 24 months, who will strengthen the scientific potential of Polish institutions of the higher education and science system and engage in scientific activities carried out there, primarily research projects and teaching activities. Under the Programme, it will be possible to invite researchers from abroad, regardless of their age, field represented or country of origin, including Polish scientists working permanently abroad. Universities, scientific and research institutes and other authorized entities will be able to invite to Poland specialists in their priority fields, who will significantly develop the scientific research conducted by a given institution, strengthen teaching activities, or support the institution in preparing applications for prestigious grants.

2.2. Special application path for scientists with the Seal of Excellence certificate

The application is submitted by scientists with at least a doctoral degree or an equivalent degree obtained abroad, who, together with an institution of the Polish higher education and science system, has obtained the **Seal of Excellence** certificate under the **Marie Skłodowska-Curie Actions Postdoctoral Fellowships - European Fellowships edition 2023** programme (hereinafter referred to as “MSCA PF-EF”). The Polish National Agency for Academic Exchange recognizes the SoE certificate as a binding verification of the quality of the application.

2.3. Eligible Applicants

An individual who can apply for participation in the Programme is:

1. Jointly meets the following conditions:

- 1) is a **researcher with a minimum doctoral degree** (should have held a doctoral degree at the time of application deadline. Applicants who have successfully

defended their doctoral thesis but have not yet obtained a formal doctoral degree will also be considered eligible to apply);

- 2) is **employed at a foreign university or a foreign scientific/research center**, or the last employment at a foreign university or a foreign scientific/research center ended after August 31, 2023. Employment is not required for persons who obtained a doctoral degree after August 31, 2023;
- 3) **in the period of 3 years before the end of the recruitment process, they did not work or study in Poland** and did not stay in Poland continuously for longer than 3 months (work in Poland means employment in an entity with its registered office in the territory of the Republic of Poland under an employment contract or managing a research grant with affiliation to a Polish scientific institution, provided that remuneration was paid for the purpose);
- 4) has **at least 3 achievements within 5 years before the call deadline**:
 - a) a publication in English as the main author in journals listed in one of the international databases: Scopus, Science Citation Index Expanded, Social Sciences Citation Index, Arts & Humanities Citation Index, or
 - b) a peer-reviewed scientific monograph in English, or
 - c) a publication in English in peer-reviewed proceedings of an international conference included in the Computing Research and Education Association of Australasia (CORE), which have been indexed in the international database DBLP Computer Science Bibliography, or
 - d) a publication in English in peer-reviewed materials from an international conference indexed in the Web of Science Core Collection or Scopus database;
 - e) in the case of representatives of art sciences - confirmation of presenting the work in a foreign institution or academic center or receiving an award in an international competition.

Applicants may demonstrate both 3 achievements under the same point (a, b, c, d or e) as well as 3 different achievements from those indicated in points a-e.

The time frame for presenting scientific or artistic achievements specified in point 2.3 may be extended by the time spent on leave related to the birth or upbringing of a child or leave granted due to health, as provided for by Polish labor law. If the Applicant decides that for these reasons they want to extend the period required for presenting scientific or artistic achievements, they may inform the Agency about this in the submitted application. The information will be processed by the Agency pursuant to Article 9(1) letter a of the GDPR in connection with Art. 6(1) letter d of the GDPR, only by employees with appropriate authorization to process the category of data, in

<p>order to issue a decision to extend the period in which the Applicant can demonstrate achievements entitling them to apply in the Programme.</p>
<p>2. holds at least a doctoral degree or an equivalent degree obtained abroad and has submitted, jointly with an institution of the Polish higher education and science system, an application in the MSCA-PF-EF programme, which has been granted the Seal of Excellence certificate.</p>

2.4. Deadline and other conditions for submitting the application

Application submission deadline	The call for applications under the Programme will be conducted from February 15 to May 15, 2024, until 15:00, according to the official time in Poland.
How to submit an application	The application is submitted by scientist only within the NAWA ICT system. In order to submit an application, please create an account in the NAWA ICT system. After logging in, select the appropriate option: <ul style="list-style-type: none"> — All applicants // FILL OUT THE APPLICATION // — Seal of Excellence certified applicants // FILL OUT THE APPLICATION //
Language in which the application must be made	The application and its attachments shall be drawn up in English. It is allowed to submit a copy of the doctoral diploma in Polish.
Maximum number of applications that be submitted by the Applicant	The Applicant may submit only one application for funding in a given call under the Programme, covering a visit to one Host institution. If more than one application is submitted, the application submitted last according to the time of submission in the NAWA ICT system will be subject to evaluation. If a larger number of applications are submitted, the application submitted as the last one regarding to the time of submission in the NAWA ICT system, will be processed for evaluation. <p>NOTE: An application under the Programme cannot be submitted by a person who has already submitted an application under another Polish National Agency for Academic Exchange scholarship programme until it is resolved with a negative decision, and the beneficiary of the Polish National Agency for Academic Exchange scholarship programme cannot submit an application until the scholarship is settled and the contract is considered executed.</p>

2.5. Thematic scope of activities implemented under the Programme

<p>1. The eligible activity under the Programme is mobility (arrivals only) related to:</p>

	<ol style="list-style-type: none"> 1) completing the first or subsequent postdoctoral internship; 2) conducting scientific research; 3) obtaining materials for research or scientific publications. <p>As a complement to the above activities, mobility may also include conducting didactic classes at the Host institution or other activities carried out by the institution.</p> <ol style="list-style-type: none"> 2. The Applicant presents a plan of the scientific stay in Poland covering one or more of the above activities that they intend to implement at the Host institution, indicating their goals, importance for the development of their scientific career and justifying the choice of the Host institution for the planned activities and the benefits of the stay for both the scientist and for the Host institution.
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2.6. Implementation time frame

Programme implementation period	From February 1, 2025 to September 30, 2027
Project implementation period (contract period)	The project implementation period includes the mobility period (period of stay in the Host institution) plus 3 months. The project must be implemented within the Programme implementation period. NOTE: The Agency reserves the right to pay funds no earlier than February 15, 2025.
Length of mobility	From 6 to 24 months. Mobility must be completed during the Project implementation period (agreement validity period).
Implementation of mobility	<ol style="list-style-type: none"> 1. The mobility should be implemented on a continuous basis, with the exception of those specified in points 2 and 3. 2. The permissible period of stay outside the Host institution is no longer than 10% of the total length of stay. The period of stay outside the Host institution cannot be used at the beginning or end of the mobility period (it cannot be used to shorten the mobility period). 3. It is permissible to suspend mobility for a total period of up to 3 months, provided that the Host institution and the Agency agree before the suspension, but the suspension is only possible during the duration of the agreement. During the period of suspension of mobility no funds are granted.

2.7. List of information and attachments required in the application

1. Scientific resume of the Applicant in accordance with the application form.
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2. A scan of the doctoral diploma or confirmation of obtaining a doctoral degree together with an officially certified translation into English, if the original language is other than English or Polish.
3. Copies of 3 required achievements as attached documents. In case of publication, the full text of the publication must be attached. In the case of a monograph, please attach a file containing the title page, the ISBN number page, the editorial page, the table of contents and a selection of fragments containing the author's most important theses - a total of no more than 20 pages. In the case of representatives of the field of art, a copy of the catalog with an ISBN number confirming the presentation of the work at a foreign institution or academic center, or a copy of an award in an international competition, or other formal confirmation of artistic achievement should be attached.
4. Confirmation of employment issued by the HR department or another document confirming employment after August 31, 2023 at a foreign university or foreign scientific/research institution, issued in English after the announcement date of the call. Confirmation is not required for an Applicant who obtained a doctoral degree after August 31, 2023.
5. Invitation from the Host institution referred to in Art. 7 section 1 points 1-8 of u.p.s.w.n. with a date after the announcement of the call, the template of which is attached to the Announcement. The invitation confirms the will to accept the Applicant for the requested period and indicates the direct supervisor responsible for coordinating the activities planned in the application and supporting the Fellow in the successive implementation of these activities. The document should be signed with a qualified electronic signature by a person authorized to represent the Host institution (the document should be accompanied by a power of attorney for the person) and by the scientific supervisor.
6. An Applicant who has a certificate of moderate or severe disability and wants to receive an additional lump sum for maintenance and accommodation may include an appropriate declaration in the application. The information will be processed by the Agency pursuant to Article 9(1) letter a of the GDPR in connection with Art. 6(1) letter d of the GDPR, in order to issue a decision on granting an additional lump sum referred to in point 2.9(3) letter 4 of the announcement only by employees authorized to process the category of data.

* If the information provided or attached documents exceed the limits indicated, only the items specified in the limit and listed first will be taken into account in the merit-based evaluation.

List of information and attachments required in the application in the case of a special application path for scientists with the Seal of Excellence certificate

1. Electronic version of the application submitted to the MSCA-PF-EF programme.

2. Reviews obtained as a result of the evaluation of the application submitted to MSCA-PF-EF.
3. Electronic version of the Seal of Excellence certificate.
4. Invitation from the Host institution referred to in Art. 7(1) points 1-8 of u.p.s.w.n. with a date after the announcement of the call, the template of which is attached to the Announcement. The invitation confirms the possibility of accepting the Fellow in order to implement the Project in the full substantive scope planned in the application submitted to MSCA-PF-EF. The document should be signed with a qualified electronic signature by a person authorized to represent the Host institution (the document should be accompanied by a power of attorney for this person) and by the scientific supervisor.

2.8. Procedure for assessing and selecting applications for financing

General assumptions	Applications are subject to formal and merit-based evaluation. In the case of scientists with a Seal of Excellence certificate - only formal evaluation (special application path).
Formal evaluation	It is carried out on the terms specified in the Regulations (chapter III, section 5.1 of the Regulations of Polish National Agency for Academic Exchange programmes for natural persons). If an incomplete application is submitted, NAWA calls on the Applicant to complete the application within 14 days from the date of receipt of the request. The application may also be rejected for formal reasons at a later stage of evaluation, after the formal evaluation has been completed.
Merit- based evaluation	The merit-based evaluation includes the following stages: 1) Preselection by the Evaluation Team based on the evaluation of the Applicant's scientific achievements and the course of scientific or academic activity. After pre-selection, the Evaluation Team recommends to the second stage applications from the highest positions on the ranking list, the total amount of planned expenditure does not exceed twice the amount of financial resources allocated for a given call. Applicants whose applications are in the group of applications not recommended for the next stage of evaluation receive a decision to refuse granting them the funding via the Agency's ICT System. 2) Evaluation of applications with a positive pre-selection result made by two Reviewers . In the event of discrepancies in the score exceeding 30% of the possible points, the Agency

	<p>reserves the right to appoint additional reviewers to conduct the evaluation. The reviewers assess the applications according to all merit-based evaluation criteria, indicating the number of points and providing justification for the scoring. In the summary, the Reviewer presents the strengths and weaknesses of the application.</p> <p>3) The final evaluation of the Evaluation Team that takes into account the opinions of the Reviewers and the Evaluation Team's score in the remaining evaluation criteria 2-4, which were not assessed by the Evaluation Team during the pre-selection. The evaluation team prepares a ranking list of applications, indicating applications recommended and not recommended for financing.</p> <p>If the Applicant is found to have violated ethical principles or is unreliable in preparing the application, the Evaluation Team awards the application with a score of 0 (zero) points. In such a case, the application cannot be qualified for financing.</p> <p>Scientists with Polish citizenship may constitute a maximum of 10% of Fellows in the call.</p>
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The merit-based evaluation of applications under the Programme is made based on the following criteria:

Criterion	Maximum number of points			Total
	Preselection	Reviewers	Team Evaluation	
1 Applicant's scientific achievements and the current course of their scientific and academic career in relation to the career stage.	20	10	-	30
2 Justification for the Applicant's choice of the Host institution and the benefits of the Applicant's stay for the Host institution and the development of science in Poland.	-	5	15	20
3 Scientific level of the research or tasks to be carried out, including: their scientific value and innovation, method of presentation, impact on the development of a scientific discipline, research or teaching	-	20	20	40

	methods, planned results, feasibility of the project.				
4	Impact that visiting a Polish scientific institution will have on the Applicant's scientific career.	-	5	5	10
	Maximum number of points	20	40	40	
	Total	100			

2.9. Project budget

At the stage of preparing the application, the Applicant takes into account:

- 1. A scholarship** in the amount of PLN 7,500 for each month of the Fellow's stay at a Polish Host institution. The length of stay is specified by the Applicant in the application, providing the number of full months of stay.

The rules for settling scholarships are specified in the Regulations of the Polish National Agency for Academic Exchange Programmes for natural persons - in Chapter V, point 2.1, and the qualifying condition for the settlement of funds is the actual completion of international mobility referred to in point 2.1.

- 2. A lump sum for living and accommodation costs in the amount of PLN 4,000 for each month of the Fellow's stay in Poland.**

Rules for settling lump sums for living and accommodation costs are specified in the Regulations of the Programmes of the Polish National Agency for Academic Exchange Programmes for natural persons - in Chapter V, point 2.1, and the qualifying condition for the settlement of funds is the actual completion of international mobility referred to in point 2.1.

- 3. Lump sum for travel costs** – depending on the country from which the Fellow comes

Country	Rate in PLN
Belarus, Lithuania	1000
Austria, Bosnia and Herzegovina, Croatia, Czech Republic, Denmark, Estonia, Finland, Germany, Hungary, Latvia, Moldova, , Romania, Serbia, Slovakia, Slovenia, Sweden, Ukraine,	1500
Albania, Andorra, Belgium, Bulgaria, , France, Greece, , Ireland, Italy, Kosovo, Liechtenstein, Luxembourg, Macedonia, Malta, Monaco,	2000

Montenegro, Netherlands, Norway, Russia, San Marino, Switzerland, Tunisia, Turkey, Vatican City, United Kingdom,	
Algeria, Saudi Arabia, Armenia, Azerbaijan, Bahrain, Cyprus, Egypt, Georgia, Iceland, Iran, Iraq, Israel, Jordan, Kazakhstan, Kuwait, Lebanon, Libya, Morocco, Palestine, Portugal, Qatar, Spain, Syria, Tajikistan, Turkmenistan, Uzbekistan	3000
Afghanistan, Benin, Bhutan, Burkina Faso, Burundi, Cabo Verde, Central African Republic, Chad, Congo, Côte d'Ivoire, Democratic Republic of the Congo, Djibouti, Equatorial Guinea, Eritrea, Ethiopia, Gabon, Gambia, Ghana, Guinea, Guinea-Bissau, India, Cameroon, Kenya, Kyrgyzstan, Liberia, Mali, Mauritania, Mongolia, Nepal, Niger, Nigeria, Oman, Pakistan, Rwanda, São Tomé e Príncipe, Senegal, Sierra Leone, Somalia, Sudan, South Sudan, Togo, Uganda, United Arab Emirates, Yemen	4500
Angola, Antigua and Barbuda, Argentina, Australia, Bahamas, Bangladesh, Barbados, Belize, Bolivia, Botswana, Brazil, Brunei, Cambodia, Canada,, Chile, China, Cuba, Dominica, Dominican Republic, Ecuador, Eswatini, Fiji, Grenada, Guyana, Guatemala, Haiti, Honduras, Indonesia, Jamaica, Japan, Kiribati, Colombia, Comoros, South Korea, North Korea, Costa Rica, Laos, Lesotho, Madagascar, Malawi, Maldives, Malaysia, Marshall Islands, Mauritius, Mexico, Micronesia, Myanmar, Mozambique, Namibia, Nauru, Nicaragua, New Zealand, Palau, Panama, Papua New Guinea, Paraguay, Peru, Philippines, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, El Salvador, Samoa, Seychelles, Singapore, Solomon Islands, Sri Lanka, South Africa, Suriname, Thailand, Taiwan, Tanzania, Tonga, Trinidad and Tobago, Tuvalu, United States, Uruguay, Vanuatu, Venezuela, Vietnam, Zambia, Zimbabwe	6500

The above lump sum is the total amount for the round trip.

4. If a Fellow has a certificate of severe or moderate disability, the lump sum for living and accommodation costs may be increased by PLN 2,000 per month at the Fellow's request.
5. Monthly support in the amount of PLN 2,000 for each month if the Fellow's minor child or children participate in the visit. The birth of a child after submitting the application does not entitle to apply for increased funding.
6. The full monthly amount of the scholarship, lump sum for living and accommodation costs and support for the child/children is payable if the stay of the Applicant (or the children, respectively) is 15 days or more in accordance with the final report. In case of less than 15 days, half the rate applies.
Sample calculation of the amount of financing due calculated as part of the verification of the final report:

- 1) if an Applicant planned a 7-month stay in the application and the actual stay lasted 6 months and 14 days, they will receive the amount for 6.5 months,
 - 2) if an Applicant planned a 7-month stay in the application and the actual stay lasted 6 months and 17 days, they will receive the amount for 7 full months of stay,
 - 3) if an Applicant planned 7 months of stay in the application, and the actual stay lasted 7 months and 2 days, they will receive the amount for 7 full months of stay - i.e. the maximum amount indicated in the application.
7. Insurance and visa costs, if required, are borne by the Fellow.
 8. Financial resources under the Program mean the funds referred to in Art. 18(2) point 1 u.n.a.w.a. Pursuant to Art. 21(1) point 39a of the Act of 26 July 1991 on personal income tax the funds are free of income tax.
 9. The Programme does not provide financial resources for institutions (indirect costs) or research costs (e.g. materials, reagents or participation in conferences). The costs of research and other expenses must be covered from other sources.

2.10. Payment schemes

Payments will be transferred to the Fellow's bank account kept at a bank operating in the territory of the Republic of Poland and made as follows:

1. Scheme of payments for Projects lasting up to 12 months - scheme B in accordance with the Regulations of the Programmes of the Polish National Agency for Academic Exchange, Programmes for natural persons:
 - 1) advance payment - in the amount of 90% of the total financing amount, transferred to the Fellow's bank account after its designation, within 30 days from the date of submitting correct confirmation of the commencement of the Project implementation;
 - 2) balancing payment - in the amount of up to 10% of the total financing amount, transferred within 30 days from the date of approval of the final report by the Agency. The report is assessed within 3 months from the date of submission of the complete report.The Fellow does not submit a partial report.
2. Scheme of payments for Projects lasting over 12 months - scheme C in accordance with the Regulations of the Programmes of the Polish National Agency for Academic Exchange, Programmes for natural persons:
 - 1) an advance payment of 60% of the total financing amount, transferred to the Fellow's bank account after its designation, within 30 days from the date of submitting correct confirmation of the commencement of the Project implementation;

- 2) partial payment – in the amount of 30% of the total financing amount, transferred within 30 days from the date of acceptance of the partial report;
- 3) balancing payment – in the amount of up to 10% of the total financing amount, transferred within 30 days from the date of approval of the final report by the Agency.

2.11. Documenting expenses

The financing granted, which is a summary of lump sum amounts, will be treated as incurred expenditure. As part of lump sum amounts, the Fellow is not obliged to collect and present accounting evidence to confirm expenses.

A Fellow is obliged to keep documents confirming travel to and from the place where the Host institution is located and attach scans of these documents to the final report.

A Fellow is obliged to keep documents confirming travel to and from the place where the Host institution is located for accompanying children and to make them available at Polish National Agency for Academic Exchange's request.

Additionally, at the request of Polish National Agency for Academic Exchange, the Fellow is obliged to present documentation confirming the implementation of activities and achievement of the intended results and products in accordance with the approved application - otherwise the Scholarship will be deemed ineligible.

2.12. Submitting reports and verifying them

1. A Fellow is obliged to submit reports on the implementation of the Project via the Agency's ICT system and to provide confirmation of the commencement of activities at the Host institution:
 - 1) **Confirmation** of the start of mobility by the Fellow, issued within 1 month of the start of the Project, signed by a Representative of the Host institution.
 - 2) An **partial report** is submitted only in the case of projects longer than 12 months within 14 days after the expiry of half of the Project implementation period in accordance with the report template.
 - 3) The **final report** is submitted within 30 days from the end of the Project in accordance with the report template.
2. A properly prepared report is subject to verification by the Agency and acceptance in terms of compliance of the Project with the Agreement. The Agency may decide to submit the report to the evaluation of the Expert Team. The information contained in the report is used to assess the reliability and correctness of the implementation of the activities planned in the Project and the financial resources spent, as well as validity of any changes introduced during the mobility.

3. In the final report, the Fellow takes into account any deviations that occurred during the mobility, affecting the amount of funding granted, especially those related to the shortening the mobility.
4. Unused or incorrectly used funds are deducted from the balancing payment or returned to the Agency's bank account within 14 days from the date of request for a return, if the amount exceeds the amount of the balancing payment.

2.13. Rights and obligations of the Fellow

1. The condition for signing the Agreement with the Fellow is not to take up employment in Poland from the moment of submitting the application until the Director's decision is issued. The condition does not apply to persons with the Seal of Excellence certificate.
2. Obligations of the Fellow under the Agreement:
 - 1) having at least basic health insurance covering the time of travel and stay in Poland for all stay participants, including in particular insurance of treatment costs and transport to hospital;
 - 2) timely submission of required settlement documents;
 - 3) informing the Agency about changes in the implementation of activities;
 - 4) participating in the Agency's promotional and communication activities;
 - 5) proper performance of the Agreement, in particular settlement of the granted funds.
3. After signing the Agreement, the Fellow may be employed at the Host institution and may also apply for funding for research projects.

2.14. Amount of funds available in the call

The total allocation for the call is PLN 15,000,000, but the Agency reserves the right to increase the allocation of funds.

2.15. Planned date for announcing results of the call

The call results will be announced by November 30, 2024.

2.16. Source of financing for the Program

National resources.

III. ATTACHEMNTS

- 1) Application template
- 2) Template of an invitation from the Host institution
- 3) Reports templates
- 4) Supervisor opinion template
- 5) Agreement Template

- 6) Regulations of the Programmes of the Polish National Agency for Academic Exchange Programmes for natural persons

IV. CONTACT THE AGENCY

For additional information, please contact us (working days, 10:00 a.m. - 3:00 p.m.):

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