

# Frequently Asked Questions

## Requirements for the Principal Investigator

Q: Can a person who is already in Poland and has taken up employment at a Polish scientific unit apply for the call?

**A: No, the program is aimed at people who will come to Poland after receiving the grant. For three years before the end of the call, they cannot:**

- reside in Poland (stay longer than three months)
- work (employment in an institution registered in the Republic of Poland + remuneration)
- study (full-time studies, annual or semester)

Q: Can a person applying for the call be employed at the Employing Institution without waiting for the results of the call?

**A: No. The condition for signing the project funding agreement is that the Principal Investigator does not take up employment in Poland from the submission of the application until the NAWA decision is obtained. Exceptions are projects distinguished under a special track.**

Q: Can I apply for a grant if, while working at a foreign unit, I was employed under an employment contract at a Polish unit, but within its framework I was on long-term unpaid leave?

**A: Yes, if no remuneration was paid under the employment contract in the Polish unit in the period indicated in the announcement, the condition is met.**

Q: Can the arrival to Poland be "partial", while maintaining employment abroad? Is it possible to plan to continue cooperation with a foreign unit?

**A: The program expects the Principal Investigator to move to Poland and be employed full-time at the Beneficiary's unit. Continuing cooperation with a foreign unit is possible and beneficial in the context of the development of the Polish employing institution and project group. Double affiliation in publications is possible in justified cases.**

Q: Are there any specific requirements regarding the position in which the Principal Investigator is to be employed (e.g. scientific, teaching and research position)?

**A: It can be a scientific or teaching and research position, depending on the arrangements between the Principal Investigator and the Employing Institution. Engagement in teaching may be an additional element of the project in addition to conducting research planned in the application, but it is not a mandatory element.**

## Inviting Person

Q: Who can act as the Inviting Person?

**A: This is a research employee of the organizational unit in which the Principal Investigator will be employed, whose task is to support the Principal Investigator in the research related activities**

**and formal issues throughout the Project.**

Q: Does the Inviting Person have to have a postdoctoral degree or a professorship? Is the substantive achievement of the inviting person taken into account when assessing the application?

**A: The inviting person must be a research employee. The announcement does not specify the position.**

Q: Is it possible to change the inviting person during the project?

**A: In special, justified cases, we allow such a possibility.**

## **Preparing and submitting the application**

Q: Who submits the application in the NAWA system?

**A: The applicant is the institution that will employ the scientist from abroad. The person authorized to represent this institution - i.e. the rector/vice-rector in the case of universities or the director in the case of a research institute - issues a power of attorney for the person submitting the application. The person submitting the application is the person who owns the account in the NAWA system from which the application was submitted. This person may be an employee of the employing institution (e.g. the Inviting Person, an employee of the project office or another person). A template of the power of attorney is provided in Annex 3 to the announcement. The template can be modified, provided that it contains the required information as in the template.**

Q: What people appear in the application?

A: Three people appear in the application:

- **The person representing the host institution, physically submitting the application in the system (any person (including the inviting person and the Principal Investigator) holding a power of attorney from the Rector, in accordance with Annex 3 to the Announcement).**
- **The inviting person - a research employee at the host center (an invitation signed by him/her is also an attachment to the application).**
- **Principal Investigator - a visiting scientist (who may be granted the right to co-edit the application).**

Q: What language should the application be prepared in?

**A: The application must be prepared in English, with the exception of the title and abstract, as indicated in the application. Projects are also evaluated by reviewers from abroad. An application submitted in Polish will be rejected. The language of the application form can be changed by selecting the flag icon in the upper right corner of the form. At the same time, Annexes 3 and 4 are prepared for you in Polish; these are the Invitation signed by the Hosting Person and the Power of Attorney for the person submitting the application.**

Q: Can the Principal Investigator edit the application together with a representative of the Employing Institution?

**A: Yes, co-editing of the application is possible. Instructions for co-editing can be found at the following address:**

[Information for applicants - NAWA](<https://nawa.gov.pl/en/naukowcy/program-im-ulama/informacje-dla-wnioskodawcow>)

Q: In field 3.6 "Activities planned during the project" can I include symbols, formulas or illustrations?

A: Field 3.6 should contain the main substantive description of the project. The character limit in this field is 50,000. If, due to the nature of the project, its description requires the use of, for example, symbols or formulas, you can include the full description of the project as a single pdf document in attachment 3.7. "Additional information: graphics, charts, etc." In such a situation, care should be taken to maintain the limit of 50,000 characters. There are tools available on the Internet to calculate the number of characters in a pdf, please attach a confirmation of the verification of the number of characters using such a tool. The file should be named so that experts evaluating the application know that this is the main description of the project. In point 3.6, please write "The full description of the project is included as an attachment in point 3.7 of the application due to the need to use symbols/formulas/drawings resulting from the specifics of the project". The applicant should not include a description in two places, as this could mislead the experts evaluating the application.

## Project budget

Q: So, in the methods of calculating and justifying expenses, is it enough to write that this funding is calculated on the basis of the regulations? Do I have to justify the payment to the Inviting Person in some detail?

A: **No. We do not require a very detailed description. You can refer to the regulations or include additional employer costs or the thirteenth salary.**

Q: Can foreign travel be planned within the NAWA funding? The regulations of institutional programs for scientists provide for such a group of expenses.

A: **The funding covers only the remuneration for the Principal Investigator and the Inviting Person. The regulations of institutional programs for scientists cover a wider group of programs, while only expenses indicated directly in the Announcement for a given call are eligible (see item 6.11.1.6 of the Regulations).**

**Other funds for research, trips, participation in conferences or publications must be planned from other sources.**

Q: Is it necessary to plan remuneration for the inviting person, or is it voluntary?

A: Remuneration is voluntary, up to you. Only the upper limit is indicated.

Q: Due to the limited funding of the project, is it advisable to submit applications for other grants (e.g. NCN, ERC, FNP)?

A: **Yes, however, the substantive scope of the planned grants should be convergent with or extend the substantive tasks in the Ulam NAWA project. Double funding of the same costs should be excluded.**

Q: Is the cost of the thirteenth salary eligible if the project ends before the end of the year?

A: **Yes, during the implementation of the project, an amount can be set aside on an ongoing basis**

to cover this expense.

Q: Are there indirect costs for the Beneficiary - the Employing Institution - in the project?

**A: Currently, NAWA does not apply indirect costs in its programs.**

Q: How does NAWA transfer funding for project implementation?

**A: The entire funding is transferred to the Host Institution. An advance payment constituting 80% of the NAWA funding will be transferred after the agreement is signed. The final settlement will take place as a result of the verification of the final report.**

Q: Are the Principal Investigator's relocation costs an eligible cost in the program?

**A: No, relocation costs are not an eligible cost. In the present form we don't provide mobility, family nor disability allowance.**

## Project implementation

Q: When should the project start?

**A: The project should start between February 1, 2027 and December 1, 2027. Such a date should be planned in the application. In justified cases, after a decision is issued and with the consent of NAWA, the project start date indicated in the application may be postponed, provided that the project completion date does not exceed the program implementation period, i.e. beyond December 31, 2030.**

Q: As part of the project description, information on teaching activities should be provided. Does this mean that each project should provide for teaching classes with students or supervising master's/doctoral students/young scientists? What if the project is implemented in a research unit (e.g. PAN) that does not provide for teaching classes?

**A: Teaching activities are an additional, non-mandatory element of the Principal Investigator's activities. If the Employing Institution does not conduct such activities, it is understandable that the application will not include it. Please add a brief explanation in the application.**

Q: Is it possible to change the Employing Institution after the project has started?

**A: This is not possible. Funding under the Ulam NAWA grant can only be paid to the institution that submitted the application in the call. This fact should be taken into account when agreeing on the terms of project implementation and the scope of support from the Employing Institution before submitting the application.**

## Special track

Q: Under the special track, is it also not possible to employ the Principal Investigator before the NAWA decision is issued?

**A: No. The Principal Investigator can be employed at the host unit even at the time of submitting the application.**

Q: The scientist who has applied to us as a potential Principal Investigator has a SoE certificate, which he received for a project submitted with another university. Can we use the simplified

path?

**A: No. The host institution and the Principal Investigator must be the same in both applications.**

Q: In the special track, can the inviting person be someone other than the person indicated in the MSCA application as supervisor?

**A: Yes. The Inviting Person may be different.**

Q: Nawa only finances salaries. Can we therefore modify the project submitted under MSCA?

**A: No. NAWA expects full implementation of the distinguished Project, while in fact our funding does not cover costs other than the PI's and the inviting person's remuneration. Therefore, funds should be provided from other sources.**

Q: What are the chances of obtaining funding for an application in the simplified track?

**A: In accordance with the Announcement, we want to finance all such projects.**

Q: We are planning to apply for funding from other sources. Can we still apply for NAWA funding?

**A: Yes, there are no formal obstacles. However, please inform us immediately if the project is funded from other sources, so as not to block NAWA funds.**

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