

IV.2.2. Inclusion of talented young scientists in research teams – research visits for students and doctoral students from foreign universities

Rules for financing research visits for students and doctoral students from foreign universities

1) Objective

Co-financing of visits of students and doctoral students from partner universities and other foreign universities to the University of Warsaw for research purposes, who have been qualified for the Research Visits Program at the University of Warsaw for students and doctoral students from foreign universities, hereinafter referred to as the “Arrivals Program”; this is a pilot programme.

2) Addressees and scope

Beneficiaries of the funding may only be students and doctoral students from partner universities and other foreign universities who have qualified for the Arrivals Programme.

The condition for qualifying candidates is the submission of a complete competition application to the International Relations Office (BWZ):

application form (Annex 1);

a research plan, approved by a research supervisor from the University of Warsaw (Annex 2);

in the case of beneficiaries from partner universities: an official nomination;

in the case of beneficiaries from other foreign universities: a letter of recommendation from the home university;

a scientific curriculum vitae in the case of doctoral students;

a declaration concerning the lack of double funding.

Duration of research visits: from 2 to 5 months.

The date of arrival for the implementation of research tasks must be approved by the host teaching unit of the University of Warsaw and may be subject to postponements.

Dates for submitting applications: 25 July 2023 – 30 June 2024 or until the funds are exhausted.

Deadline for visits: by 30 September 2024.

3) Anticipated outcomes

The main objective is to increase the research potential of UW and to strengthen cooperation between the University of Warsaw and partner universities and other foreign universities, through a Programme of research visits at the University of Warsaw for students and doctoral students.

Participants in the Arrival Programme will be included in research projects at the University of Warsaw, which will allow for the initiation and development of realistic cooperation programmes between the University of Warsaw and partner institutions, and other foreign research centres.

4) The object of funding

Qualified participants of the Arrivals Programme may apply for funding for a stay at the University of Warsaw – students in the amount of 50 PLN per day (up to 1,500 PLN per month), and doctoral students in the amount of 70 PLN per day (up to 2,100 PLN per month) for the entire period of the stay.

Qualified participants in the Arrivals Programme may apply for a one-time subsidy for travel costs in the amount consistent with the EU distance calculator in PLN, calculated on the basis of the average exchange rate of the National Bank of Poland on the date of the announcement of the competition, but not higher than the actual documented travel costs:

distance from 10 to 99 km – lump sum travel allowance: € 23,

distance from 100 and 499 km – lump sum travel allowance: € 180,

distance from 500 to 1999 km – lump sum travel allowance: € 275,

distance from 2000 to 2999 km – lump sum travel allowance: € 360,

distance from 3000 to 3999 km – lump sum travel allowance: € 530,

distance from 4000 to 7999 km – lump sum travel allowance: € 820,

distance 8000 km or more – lump sum travel allowance: € 1,500.

The funding for the stay and travel will be paid provided that the costs of the stay and travel are not covered by the Arrival Programme participant's home university, an external institution, or from another source.

If the visit is interrupted during its implementation, financial support shall be suspended.

If the visit is shortened, funding for the stay may be paid according to daily rates: students – up to 50 PLN per day of the stay; doctoral students – up to 70 PLN per day of the stay, and only for the actual duration of the stay; unused funds are refundable.

5) Recruitment rules and the circulation of documents

Beneficiaries submit applications to the International Relations Office (BWZ) using the following email address: przyjazdy.IDUB.BWZ@uw.edu.pl.

The formal assessment regarding the completeness of the application and the applicant's right to participate in the Arrival Programme is made by the International Relations Office; the approval of the research plan is given by the applicant's research supervisor at the UW unit. In the case of students, the research supervisor must have at least a doctoral degree; in the case of doctoral students, the supervisor must be a habilitated doctor.

Applications will be accepted within the dates specified in the vacancy notice or until the funds are exhausted.

The budget of the Arrivals Programme: 600,000 PLN.

Candidates' applications will be considered within 14 days.

Applications which are incomplete or inconsistent with the rules are sent for supplementation/correction. Information on sending the application back to be corrected/supplemented is sent to the beneficiary's email address. A completed/amended application for funding should be resubmitted within 7 days of receiving a returned application.

The decision to award funding is made by the IDUB Programme Manager. The decision is sent to the email address. The Programme Manager's decision is final.

BWZ signs an agreement with the beneficiaries of the Programme at the beginning of the mobility period.

6) Settlement rules

Qualified participants in the Arrivals Programme must be present at the University of Warsaw and fully participate in all planned activities throughout the mobility period. All activities must be properly documented.

At the end of the visit, a report on the implementation of the objectives of the visit should be prepared and submitted to the International Relations Office (BWZ) during the last 7 days of the stay at the University of Warsaw (Annex 3).

7) Final provision

These rules come into force on the date of their announcement.

Annexes

Annex 1. Application form

Annex 2. Research plan

Annex 3. Report on the implementation of the research plan