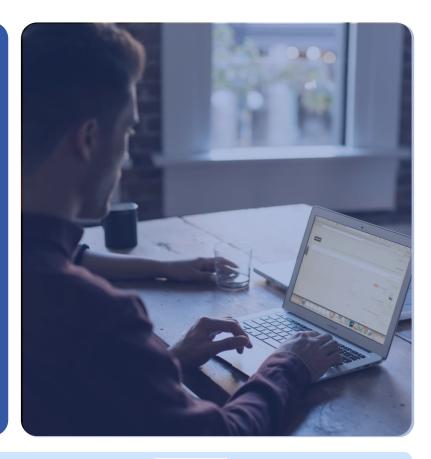
EU4Belarus Support to Advanced Learning and Training

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions (SALT II programme)

November 2023





Funded by the European Union

eu4belarus.info



The **global objective** of this call for proposals is to foster people-to-people contacts by increasing access to academic mobility opportunities and professional exposure in the EU.

The **specific objective** of this call for proposals is to support Belarusian lecturers, scientists, and PhD students affected by the current political crisis in Belarus to access EU-based universities and research institutes <u>through</u> individual fellowship grants.

- Enabling Belarusian applicants who have been subjected to threats and repressions on political grounds to continue their academic and/or pedagogical activity, upgrade their knowledge, build professional contacts in the EU countries.
- Support to Belarusian applicants who have been forced to relocate from Belarus to the EU due to the political crisis in Belarus.
- Promoting academic mobility of Belarusian lecturers, scientists, and PhD students.

The target group for this call is:

- lecturers at universities
- researchers at research institutions
- PhD students

They may reside in Belarus and outside, in an EU member state or one of the Eastern partnership countries (Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine).

These guidelines set out the **rules for the submission, selection and implementation** of the actions financed under this call, in conformity with the practical guide, which is applicable to the present call (available on the internet at this address ePRAG - EXACT External Wiki - EN - EC Public Wiki (europa.eu)

Potential applicants may not participate in calls for proposals or be awarded grants if they are in any of the situations listed in Section 2.6.10.1 of the practical guide.

Total budget of the Call is EUR 384,400

Estimated: **20** individual grants

The size of grants depend on the length of Fellowships:

- minimum amount: EUR 5,518 (min 89 days (no less than 3 months))
- maximum amount: EUR 19,220 (max 310 days (no more than 10 months))

What is covered (eligible costs):

• Daily fellowship allowance of EUR 62 for a maximum 310 days (no more than 10 months) No other costs will be eligible.

In order to be **eligible** for a grant, the applicant must:

- be a natural person **and**
- be a citizen of the Republic of Belarus **and**
- reside in an EU member state or one of the Eastern partnership countries (Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine). In case of residence outside Belarus, it should not exceed 4 years by the time of application **and**
- be current or former lecturer or scientist at a higher education institution or a research institution, including think tanks and research NGOs, or a PhD student in Belarus **and**
- demonstrate that the applicant has been under threats, actual persecution /repression, or risks of threatening, persecution, repressions on political grounds (based on official protocols or other documents, such as reference letters issued by independent civil society organisations, human rights activists, members of Coordination Committee, etc.) and
- be directly responsible for the preparation and management of the action, not acting as an intermediary.

Types of activity which may be financed under this call include:

- fellowship actions for academic exchange at higher education institutions to improve professional experience in the field of interest, collaborate with academic colleagues, develop a course or curriculum. Attending seminars, giving guest lectures and presentations at higher education institutions may be eligible as part of the larger experience project.
- fellowship actions for research in a specific field at a higher education institutions or research centers, including time in libraries and archives, field work (data collection); this may include international collaboration leading to peer reviewed articles.
- fellowship actions for non-paid internships at a higher education institution or a research centre.

The contracting authority shall not engage in facilitation of the fellowship process or placement. Applicants will have to negotiate the host universities/research centres themselves, receive invitation letters and visa support.

The following types of action are ineligible, applicants may **NOT** request fellowship assistance for:

- actions concerned only with participation in workshops, seminars, conferences, and congresses.
- actions concerned only or mainly with individual scholarships for studies or training courses.
- fellowships at the same higher education institution or research centre where an applicant has been employed or was a doctoral student in the past 12 months and/or at the institution of current employment.
- multiple EU4Belarus fellowship awards at the same time.

The applicant may not submit or be awarded more than one (1) application under this call for proposals.

Visibility

The applicants must take all necessary steps to **publicise the fact that the European Union has financed**. As far as possible, actions that are wholly or partially funded by the European Union must ensure the visibility of EU financing by displaying the EU emblem in accordance with the guidelines set out in the Operational guidelines for recipients of EU funding, published by the European Commission.

You can see the Requirements for Visibility Communication for EU external actions specified and published by the European Commission at https://international-partnerships.ec.europa.eu/knowledge-hub/communicating-and-raising-eu-visibility-guidance-external-actions_en)

Ethics Clauses and Code of Conduct:

- a) Absence of conflict of interest
- b) Respect for human rights as well as environmental legislation and core labour standards
- c) Anti-corruption and anti-bribery
- d) Unusual commercial expenses
- e) Breach of obligations, irregularities or fraud

- <u>Duration</u> of fellowships: 3 to 10 months (calculated in days);
- <u>Location:</u>

Actions must take place in one of the EU member states, at the inviting university or research centre.

For all questions when in doubt, please consult Guidelines for applicants.

• <u>Submit</u> application: via the *Submittable* platform

Through the Central Project Management Agency (CPMA) webpage: https://www.cpva.lt/en/international-cooperation/calls-for-proposals/884/k82

Applicants must apply in English.

The following documents should be submitted together with the application form:

- 1. Evidence of persecution by the Belarusian authorities on the political grounds. If evidence of persecution by the Belarusian authorities on the political grounds is unavailable, letters of reference confirming the fact of prosecution/threat of repressions on political grounds provided by organisations and/or representatives of civil society (e.g., human rights organisations etc.).
- 2. Academic curriculum vitae (CV).
- 3. Letter of invitation (faculty member or a senior administrator) by an EU-based hosting university or research institution inviting the applicant and describing the duration and type of action. This should include confirmation to support the visa process.
- 4. A financial identification form (FIF) attached as Annex IV of these guidelines, certified by the bank to which the payments will be made in euro. This bank should be in the country where the applicant resides in one of the eligible residence countries, outside Belarus. Special waiver on this requirement may be given to those residing in Belarus.
- 5. Doctoral student applicants must also provide, proof of enrolment status at the PhD studies.

- Documents must be photocopies or scanned versions of the original documents (i.e., showing legible stamps, signatures, and dates).
- Where such documents are not in one of the official languages of the European Union, a translation into English or Russian of the relevant parts of these documents proving the applicant's eligibility, must be attached for the purpose of analysing the application.
- Where these documents are in an official language of the European Union other than English, it is strongly recommended, in order to facilitate the evaluation, to provide a translation of the relevant parts of the documents, proving the applicant's eligibility, into English or Russian.

How to apply?

- Highlights before applying
- How to submit an application?

Highlights before applying

- Both parts of the application concept note (A) and full application (B) must be submitted
- Applications will be assessed based on information provided in the **application form only**
- No additional documents should be submitted
- Clarifications will only be requested when information provided is not sufficient to conduct an objective assessment
- Any error or major discrepancy related to the application instructions may lead to the rejection of the application

Highlights before applying

- Only applications submitted **via electronic system** will be accepted
- ! Hand-written application sent by post and e-mail will not be accepted
- It is strongly advised not to wait until the last day to submit the applications!
- ! Any application submitted after the deadline will be rejected.

December 15, 2023 at 13:00 EET/UTC+ 2

Important links:

Direct link to the call for proposals:

https://www.cpva.lt/en/international-cooperation/calls-for-proposals/884/k82

Direct link to the application form:

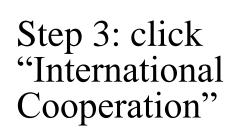
https://centralprojectmanagementagencyyouthaccount.submittable.com/submit/277374/e u4belarus-salt-ii-fellowships-to-belarusian-lecturers-scientists-and-phd-s

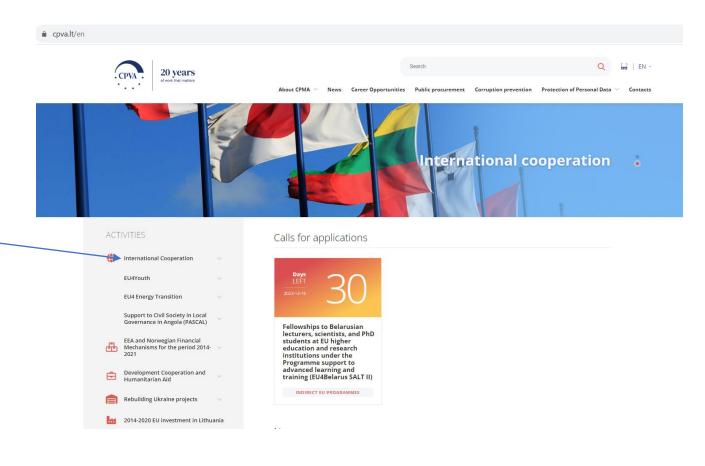
Where to find a call for proposals?

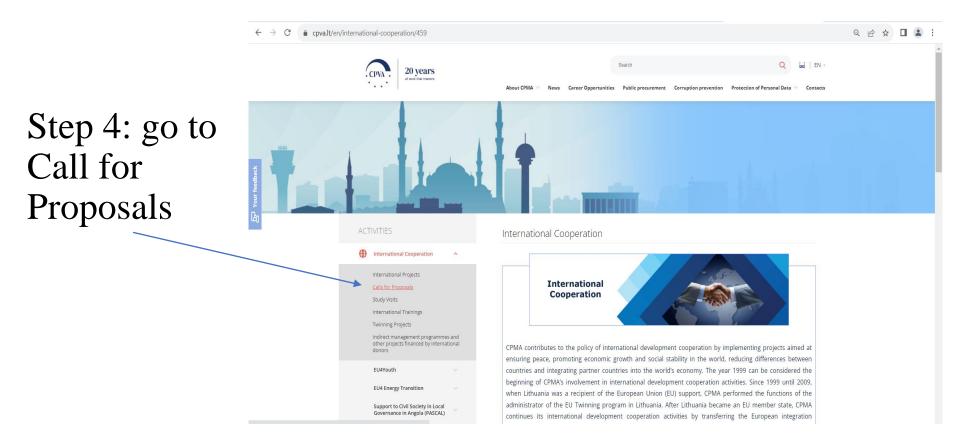
Step 1: go to official website of CPMA: <u>https://www.cpva.lt/</u>

Step 2: change the language to EN on the right top corner of the website

https://www.cpva.lt							@ ☆
CPVA. 20 metų prasmingų darbų	Apie CPVA 💙 🛛 Naujienc	s Viešieji pirkimai 🗸	Korupcijos ir s	Paieška ukčiavimo prevencija 🗸	Asmens duomenų apsauga ∨	Karjera	Q EN Struktūra ir kontaktai





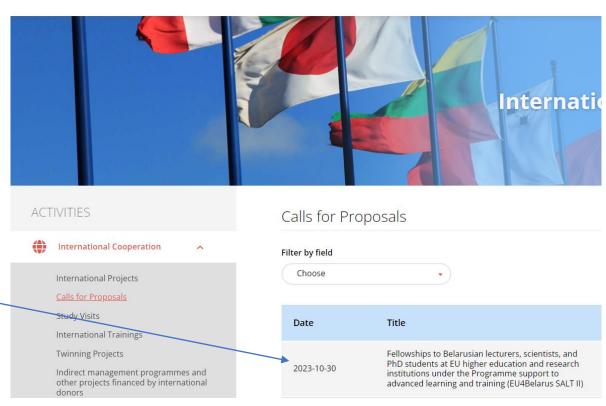


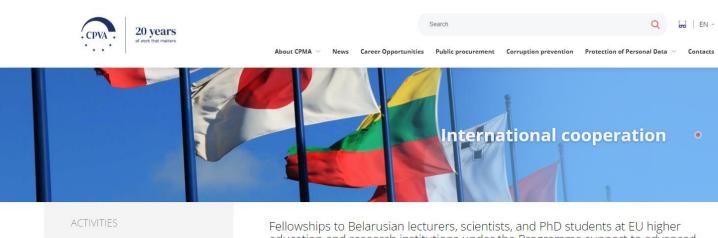


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Step 5: click on active call:

"Fellowships to Belarusian lecturers, scientists, and PhD students at EU higher education and research institutions under the Programme support to advanced learning and training (EU4Belarus SALT II)"





International Cooperation

International Projects

Calls for Proposals

Study Visits

International Trainings

Twinning Projects

Indirect management programmes and other projects financed by international donors

EU4Youth EU4 Energy Transition

Support to Civil Society in Local Governance in Angola (PASCAL) Fellowships to Belarusian lecturers, scientists, and PhD students at EU higher education and research institutions under the Programme support to advanced learning and training (EU4Belarus SALT II)

Total budget of the call

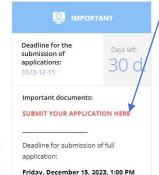
384,400 EUR

Funded activities



Types of action which may be financed under this call include:

 fellowship actions for academic exchange at higher education institutions to improve professional experience in the field of interest, meet academic colleagues, develop a course or curriculum. Attending seminars, giving guest lectures and presentations at higher education institutions may be eligible as part of the larger experience project;



Step 6: click the link to the application form:

Submission of project applications

The link to the submission is SUBMIT APPLICATION

Contacts

CPMA International Development Cooperation Projects Division Senior Project Manager Audroné Uzieliené, e-mail a.uzieliene@cpva.lt

Objective

The global objective of this action is to reinforce the resilience and capacity among the Belarusian people affected by the political crisis to achieve democratic changes in Belarus.

The specific objective of this call for proposals is to support Belarusian lecturers, scientists, and PhD students affected by the current political crisis in Belarus to access EU-based universities and research institutes through individual fellowship grants to benefit from access to higher education and opportunities for lifelong-learning compliant with the EU standards and values:

- Enabling Belarusian applicants who have been subjected to threats and repressions on political grounds to continue their academic and/or pedagogical activity, upgrade their knowledge, build professional contacts in the EU countries;
- Supporting Belarusian applicants who have been forced to relocate from Belarus to the EU due to the political crisis in Belarus;
- Promoting academic mobility of Belarusian lecturers, scientists, and PhD students.

Duration of the projects

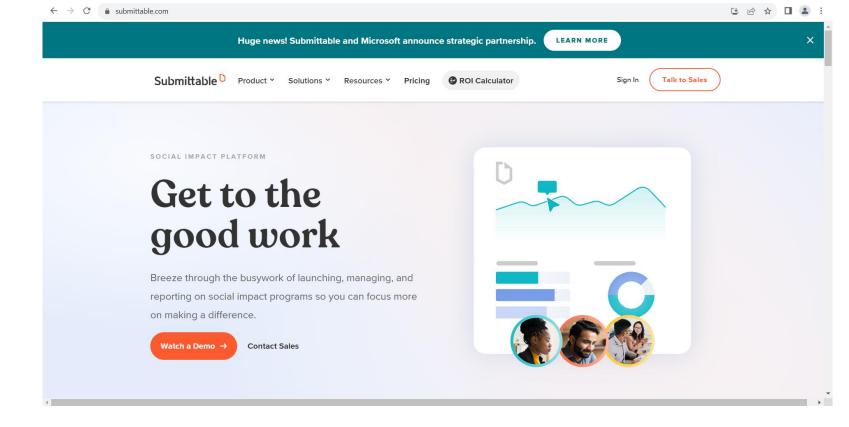
The planned duration of an action is minimum three months (89 days) but may not exceed ten months (310 days). Fellowships are expected to start indicatively from 1st April 2024 and be completed by 30th June 2025.

Support to applicants

Prior to the deadline for applications, the contracting authority will release a video record with information on how to fill in the applications. The video will be published on the website where the call was published. The planned publishing date is November 14, 2023.

Step 6: click the link to the application form:

How to submit an application?



Please find below more detailed instructions how to complete and submit the concept note online:

- The instructions of the submission can be found **<u>HERE</u>**.
- For any other uncertainties, the information can be found <u>HERE</u>.

Home



U Follow



Belarusian lecturers, scientists, and PhD students at EU higher education and research institutions

Ends on Fri, Dec 15, 2023 1:00 PM





Funded by the European Union

Sign Up	Sign In
	me back! Submittable account.
Email	
Password	Forgot?
S	Sign In
	with Facebook
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Address (p	lace	of res	idence))*
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Funded by the * * European Union	Address (place of residence) *
	Country
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EU4Belarus (SALT II) - Fellowships to Belarusian lecturers, scientists, and PhD students at EU higher education and research	Address
institutions	
Ends on Fri, Dec 15, 2023 1:00 PM	Address Line 2 (optional)
1. THE APPLICANT	City
Family name and given name of the applicant *	State, Province, or Region Zip or Postal Code
	State, Province, or Region Zip or Postal Code
(in Cyrillic)	
Family name and given name of the applicant *	
	E-mail address *
(in Latin)	email@example.com
Gender *	
Woman Man	Any other type of contact
Prefer not to say	
Nationality of the applicant *	
	The contracting authority must be notified of any change in addresses and e-mail. The contracting authority will be held responsible
Country which issued a passport	if it cannot contact an applicant.

2. PART A. CONCEPT NOTE

Reference of the call for proposals NDICI-GEO-NEAR/2022/434-092

Please complete below

INSTRUCTIONS FOR DRAFTING THE CONCEPT NOTE

There is no specific template for the concept note but the applicant must ensure that the text:

 provides the information requested under the headings below, in the order requested, and in proportion to its relative importance (see the relevant scores in the evaluation grid in the guidelines for applicants);

- provides full information (as the evaluation will be based solely on the information provided);

Is drafted as clearly as possible to facilitate the evaluation process.

2.1. Summary of the action

2.2. Description of the threats and repressions on political grounds *

Limit 1800 characters

Please provide detailed information about threats and/or repressions on political grounds experienced in Belarus. Please refer to supporting documents submitted together with the application.

2.3. Description of the action

2.3.1. Information about the type of the action *

Title of the project *

Type of application: *

Applying as lecturer/scientist

Applying as a PhD student

Location(s) of the action: specify country and the institution where the action takes place *

Total duration of the action (months) *

Start of the action (planned date) *

Total indicative budget in EUR*

Please provide the following information:

I. Give the background to the preparation of the action. Mention any specific analysis carried out to inform the design (context analysis) and why this project is important to you at this time.

II. Describe the type of action chosen and reasons to address the specific problems.

II. Describe in short the activity planned for the period of the action as well as specific targets you plan to achieve.

2.3.2. Expected results *

Limit: 3000 characters

Limit: 2000 characters

Please provide the following information:

I. Give a description of intended outputs and outcomes of the action.

II. Explain how the action might support you at present and in the future.

Give an overview of your expectations from the action.

2.3.3. Particular added-value elements

Limit: 2000 characters

Indicate any specific added-value elements of the action, e.g., Innovation and best practice.

3.1. Applicant's capacity and research significance *

Limit: 6000 characters

- Provide a description of a research project or other action you are currently working or plan to continue, including information on its objective(s), expected results, research questions and research methodology.
- Describe the significance of the research or other action: how is your proposed research project or other action different from
 another research that already exists on the subject (or how does it add to it)? What contribution will your proposed research make
 to furthering open society, specifically with regards to academia or general socio-economic development in your home country or
 region?
- Provide information about motivation and your capacity to successfully achieve the results of the action.
- Provide any other information that you deem might be important, including details about your career, research activity, achievements or any other.

3.2. Budget, amount requested from the contracting authority *

Choose File

Select up to 3 files to attach. No files have been attached yet. You may add 3 more files.

Acceptable file types: .pdf, .wpf, .xis, .xisx, .zip

- Fill in Annex III to the guidelines for applicants to provide information on:
- the budget of the action (worksheet 1), for the total duration of the action
- Justification of the budget (worksheet 2), for the total duration of the action

- amount requested from the contracting authority and other expected sources of funding for the action for the total duration (worksheet

- 3).
- https://www.cpva.lt/data/public/uploads/2023/10/d1_annex_III_budget.xisx

Please note that the cost of the action and the contribution requested from the contracting authority must be stated in EUR.

3.3. Information about hosting institution *

Please provide the following information:

- provide contact details of the hosting institution selected, including name of the hosting professor or any contact person who can be contacted for confirmation.
- · describe reasons why the particular university or research institution has been selected.
- · If relevant, describe previous experience with the hosting institution (project, joint research, PhD studies, etc.).
- · describe the hosting institution's attitude towards the action and any consultations held.

3.4. Applicant's experience and relevant awards *

Limit: 1000 characters

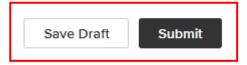
Provide a list of research/scientific/other publication and articles released in the last five years with full references and links to the publications, if available, and relevant awards, if any.



4. Checklist for the full application form *

5. Declaration by the Applicant *

Choose File	Choose File
Upload a flie. No flies have been attached yet.	Upload a file. No files have been attached yet.
Acceptable file types: .doc, .docx, .odt, .pdf	Acceptable file types: .doc, .docx, .odt, .pdf
Please download the document from the link: https://www.cpva.it/data/public/uploads/2023/10/fellowships_checklist.docx Fill the required forms and upload below.	<u>Required actions:</u> 1. Download the attached file; 2. Fill in the required fields; 3. Upload the signed document to the submission form. https://www.cpva.lt/data/public/uploads/2023/10/declaration_by_applicant-5.docx
	Necessary supporting documents, as requested in the Guidelines (see 2.2.1.) * Choose File
	Select up to 10 files to attach. No files have been attached yet. You may add 10 more files.
	Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .bxt, .wpd, .wpf, .glf, .jpg, .jpeg, .png, .svg, .tif, .tiff
	a) Evidence of persecution by the Belarusian authorities. b) Academic CV. c) Letter of invitation from the host institution in the EU. d) Financial identification form (FIF). e) FOR PhD APPLICANTS ONLY: - Confirmation of the active PhD student status from the university.



Evaluation of applications will happen in 3 steps:

- 1. Evaluation of the concept note.
- 2. Evaluation of the full application.
- 3. Eligibility check.

After each step the applicants will be notified in writing.

Evaluation	of the	Conce	pt Note:

1. Re	elevance of the action	Sub-score	20
1.1	How relevant is the proposal to the objectives and priorities of the call for proposals and to the specific requirement stated in the guidelines for applicants? Are the expected results of the action aligned with the priorities defined in the guidelines for applicants (Section 1.2)?	5x2**	
1.2	How relevant is the proposal to the particular needs and constraints of the applicant at this particular point in time?	5	
1.3	Does the proposal contain added-value elements (e.g., innovation, best practices, multiplier effect)?	5	
2. De	esign of the action	Sub-score	20
2.1	How coherent is the overall design of the action? Does the proposal indicate clear objectives and the expected results to be achieved by the action (research results, personal development, etc.)?	5x2**	
2.2	Does the project design reflect a robust analysis of the problems involved?	5	
2.3	Are the activities feasible and consistent in relation to the expected outputs (including timeframe)?	5	
	TO	TAL SCORE	40

Evaluation of the full application:

Section	Maximu m Score
1. Relevance (score transferred from the Concept note)	20
1. Overall capacity of the applicant	20
 Strength of purpose and professional trajectory: has the applicant demonst persistence and conviction in the pursuit of their academic, professi and/or personal goals? 	
 Significance of the research: is the proposed research project different another research that already exists on the subject (or how does it add to What contribution will the proposed research make to furthering academ general socio-economic development in Belarus or the region? 	o it)?
3. Capacity to deliver results: did the candidate demonstrate they init something and carried it through to an outcome? Is the candidate like successfully implement the project?	
1. Design of the action and implementation approach	20
 How coherent is the overall design of the action? Does the proposal inc the expected results to be achieved by the action? Are the activities prop appropriate, practical, and consistent with the envisaged outputs outcomes? 	posed
 Is the action plan for implementing the action clear and feasible? I timeline realistic? 	is the 5
 To which extent does the proposal include support and acceptance of based higher education institution? Is the choice of the institution rele and justified? 	
 How the overall package of the application form and additional docur inform the selection committee of the potential of the project? 	nents 5
Maximum total score	60

Step 3: <u>Verification of the Eligibility of the Applicant</u>

The eligibility verification will be performed on the basis of the supporting documents requested by the contracting authority (see Section 2.2.1 of the Guidelines for applicants). It will by default only be performed for the applications that have been provisionally selected according to their score and within the available budget for this call for proposals.

- The declaration by the applicant (Section 5 of Part B of the grant application form) will be cross-checked with the supporting documents provided by the lead applicant.
- The eligibility of applicants will be verified according to the criteria set out in Section 2.1.1.

In addition, the applicant whose application has been <u>provisionally selected</u> or placed on the reserve list will be informed in writing by the contracting authority and requested to supply the following documents:

- 1. A copy of passport/personal identification document (page with photo, name and surname and other data).
- 2. A copy of evidence proving the declared country of residence.

After verifying the supporting documents, the evaluation committee will make a final recommendation to the contracting authority, which will decide on the award of grants.

Following the decision to award a grant, the beneficiary will be offered a contract based on the standard grant contract. By signing the application form, the applicant agrees, if awarded a grant, to accept the contractual conditions of the standard grant contract.

Fellowships may start from April 1, 2024, and finish by June 30, 2025.

STANDARD GRANT CONTRACT (SPECIAL CONDITIONS)

- Annex I: Grant application form online
- Annex II: General conditions
- Annex III: Budget (Excel format)
- Annex IV: Financial identification form (FIF)
- Annex V: Model narrative report
- Annex VI: Model financial report
- Annex VII: Confirmation of duration of fellowship form

You can find those forms on the right-hand corner of the web-page: <u>https://www.cpva.lt/en/international-cooperation/calls-for-proposals/884/k82</u>



Thank you for your attention

Prepared by Audronė Uzielienė and Ingrida Grincevičiūtė

