1027.0643.62.2022

COMMUNICATION
BY JAGIELLONIAN UNIVERSITY VICE-RECTOR
FOR RESEARCH
of 4 November 2022

on: submitting proposals in the Polish National Agency for Academic Exchange (NAWA) programme "Welcome to Poland".

This is to inform you that the Polish National Agency for Academic Exchange (NAWA) has announced a call for proposals in the "Welcome to Poland" programme.

The main objective of the programme is the internationalisation of Polish higher education and research institutions by means of awarding funding to projects related to:
- building the capacity of applicants in the field of internationalization
- building the capacity of applicants when it comes to accepting and providing services to foreign students, doctoral students, teaching and scientific staff;
- promoting applicants internationally, in particular through cooperation with foreign alumni.

The University may submit up to 3 proposals under the call.

The call for proposals is open by **31 January 2023, 3 p.m.**

Terms and conditions of application in the call are available on the websites of:
- the NAWA: https://nawa.gov.pl/instytucje/welcome-to-poland/ogloszenie
- the Research Support Centre: under the tab "Open calls" go to "NAWA (Polish National Agency for Academic Research)"

Call essentials:
- The project may be carried out in the period between 1 June 2023 to 31 May 2025.
- A project may be implemented over the period from 12, 18 to 24 months.
- The minimum and maximum amounts of funding per project are, respectively, PLN 100,000 and PLN 400,000.
- The following tasks may be implemented under the project:
  - actions related to internationalisation "at home" and the development of applicant's capacity in accepting and providing services to students, researchers, and foreign staff;
  - setting up and maintaining a spot dedicated to provide services to students, researchers and foreign staff, so-called Welcome Centre;
  - developing existing Welcome Centres to ensure standards of services to researchers at the level recommended by EURAXESS;
  - providing MSCA advisory services;
  - ensuring sanitary safety in the rooms intended for providing services to foreigners and in the places in which they are located;
  - preparing materials needed for launching and operating of the Welcome Centre point;
  - raising the spirit of openness and tolerance in the academic and research community as well as exchanges of good practice in the field of internationalisation;
  - development of cooperation with foreign alumni and the use of their potential in promoting Poland and Polish institution in educational and scientific processes, etc.;
  - development or purchase of applications, websites, databases or IT systems intended to achieve the objectives of the project, including cooperation with alumni;

o   on-line activities aimed at reaching the target group with an information and promotional message
    (secondary-school graduates, parents, students, foreign graduates, researchers, etc.);
o   creating films, multimedia content and traditional information and promotional materials, in an attractive form presenting Poland, the university, profiles of students, alumni, etc.;
o   training courses, meetings, contacts and information and promotion activities carried out in the country and
    abroad (including participation in fairs, organising meetings for the target group, etc.)
o   Organising international conference in Poland in order to disseminate
    research results and scientific activities.
   The indicated activities will be possible to implement both in stationary, hybrid and remote form.

Form of submitting proposals:
The NAWA requires that proposals be submitted in an electronic form only. In order to comply with the requirement, a proposal shall be electronically submitted via the NAWA's own IT system, no later than by 3:00 p.m. on the call's final day, i.e. 31 January 2023.
The proposal shall be sent only once signatures have been secured on the proposal's final version. Information on granting approval to a proposal by JU or JUMC authorities will be communicated by a call assistant:
- at the RSC, for projects submitted by JU entities,
- at the Research Department, for projects submitted by JU entities.

Internal regulations:
In view of the fact that **one university may submit up to 3 proposals under the call**, please submit **by 21 November 2022 declarations of application** in the call as per the template attached as Annex 1 to this Communication.

It is recommended that each Faculty/Entity select only 1 proposal. Nevertheless, should a JU entity wish to submit more call entry declarations, the Head of the JU organisational entity shall subject them to preliminary verification and present them in the form of a list ordered by recommendation strength, sent alongside the declarations to a call assistant at the RSC.

Project proposals signed by the Author and the Head of the organisational entity (i.e. dean, director/head of other organisational entity) may be submitted electronically (a document signed with a qualified electronic signature or in the form of a scan with a handwritten signature alongside a version of the proposal open to editing).

Project proposals shall be submitted by the JU entities to the call assistant at the RSC, whereas by the JUMC entities -
to the call assistant at the Research Department at JUMC.
Based on the declarations you will have submitted, Jagiellonian University authorities will decided on the mode of further processing of the proposals. A call assistant at the RSC or the Research Department at JUMC shall inform you of the decision of JU authorities.

Once the information on the proposals selected for further processing has been communicated:
• concerns JU entities
  the call assistant at the RSC will contact the representative of the host entity of the selected project to determine individual dates for delivery of project documentation (i.e. an education project entry form and a VAT eligibility form, and a draft and the final version of the proposal). The education project entry form and the VAT eligibility form shall be filled out in the electronic system JU Project Zone at: https://strefaprojektow.uj.edu.pl/.

• concerns JUMC entities
  the call assistant at the Research Department will contact the representative of the host entity of the selected project to determine individual dates for delivery of project documentation

With queries and doubts regarding the call you are welcome to contact:
- the JU entities - the call assistants at the RSC:
  Ms Patrycja Dąbrowska-Wierzbicka, phone no 12 663 38 40, patrycja.dabrowska@uj.edu.pl
  or Ms Ewelina Dyląg-Pawłyszyn, phone no 12 663 10 88, ewelina.pawlyszyn@uj.edu.pl),
- the JUMC entities - the call assistant at the Research Department:
  Ms Magdalena Łopuszańska - Rusek, phone no 512 749 598, magdalena.lopuszanska-rusek@uj.edu.pl.

Annex:
1. Template declaration of application in the Polish National Agency for Academic Exchange (NAWA) call under the "Welcome to Poland" programme, 2022.

Podpisany elektronicznie przez
Piotr Kazimierz Kuśtrowski
04.11.2022
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