

CPMA history



Founder
Ministry of Finance

1996

Established
Housing and Urban
Development Fund



2003

Established
Central Project Management
Agency

1998

Established
Central financing and
Contracting Unit



Funded by
the European Union

EU4Belarus: Solidarity with the People of Belarus

EU4Belarus

Support to Advanced Learning and Training (SALT)

May 10, 2023

Vilnius



Central project
management
agency

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

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 through 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.

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

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.

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

Total budget of the Call is EUR 231,700

Estimated: **20** individual grants

The size of grants depend on the length of Fellowships:

- **minimum** amount: EUR 5,855 (3 months)
- **maximum** amount: EUR 11,435 (6 months)

What is covered (eligible costs):

- Monthly fellowship of **EUR 1,860** for a maximum of 6 months to cover subsistence costs in the host country;
- Travel allowance of maximum **EUR 275** for a return international trip to/from a country of residence and a country of the host institution (calculated as per Erasmus+)

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

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) **and**
- be current or former lecturer or scientist at a higher education institution or a research institution in Belarus, or a PhD student **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.

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

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, 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.

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

The following types of action are ineligible, applicants may **NOT** request grant 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.

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

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

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)

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

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

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

- Duration of fellowships: 3 to 6 months;
- Location:

Actions must take place in one of the EU member states.

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

- Submit application: via the ***Submittable*** system

Through the Central Project Management Agency (CPMA) webpage:

<https://www.cpva.lt/en/international-cooperation/calls-for-proposals/884/k80>

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

Applicants must apply in English.

Please note that 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. This bank should be in the country where the applicant resides (in one of the eligible residence countries, outside Belarus).
5. Doctoral student applicants must also provide, proof of enrolment status at the PhD studies.

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

- 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.

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

Applying:

Submittable tutorial

Step by step going through the application process

How to submit an application ?

How to apply?

- Both parts of the application - concept note and full application must be submitted
- No additional annexes 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

Important!

- Applications will be assessed based on information provided in the application and the annexes only

How to apply?

- Hand written application sent by post and e mail will not be accepted
- Only applications submitted via electronic system will 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.

Submission of applications

cpva.lt/en/international-cooperation/calls-for-proposals/884/k80

ndien... Google V-809/V-188 Del LL



ACTIVITIES

- International Cooperation
- International Projects
 - [Calls for Proposals](#)
 - Study Visits
 - International Trainings
 - Twinning Projects
- EU4Youth
- EU4 Energy Transition
- Support to Civil Society in Local Governance in Angola (PASCAL)
- EEA and Norwegian Financial Mechanisms for the period 2014-2021
- Development Cooperation and Humanitarian Aid
- 2014-2020 EU investment in Lithuania
- Ignalina Programme
- Internal security fund for the period 2014-2020
- Connecting Europe Facility

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)

Total budget of the call
231.700 EUR

Funded activities



Funded by the European Union

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;
- 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 center.

Applicants

The target groups for this call:

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

IMPORTANT

Deadline for the submission of applications:
2023-06-30

Days left:
57 d.

Call to action:
2023-05-10

Important documents:

- [Submit your application HERE](#)
- [Registration to Information Session Form](#)
- [Request for Clarification Form](#)
- [Fellowship Guidelines for Applicants](#)
 - [Annex I: Full Application](#)
 - [Annex II. Standard grant contract \(general conditions\)](#)



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EU4Belarus (SALT) - Fellowships to Belarusian lecturers, scientists, and PhD students at EU higher education and research institutions

Ends on Fri, Jun 30, 2023 1:00 PM

Submit

Central Project Management Agency Youth Account





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Sign Up

Sign In

Welcome back!

Sign in to your Submittable account.

Email

Password

[Forgot?](#)

Sign In

Sign in with Facebook



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**EU4Belarus (SALT) - Fellowships to Belarusian
lecturers, scientists, and PhD students at EU
higher education and research institutions**

Ends on Fri, Jun 30, 2023 1:00 PM

1. THE APPLICANT

Family name and given name of the applicant *

(in Cyrillic)

Family name and given name of the applicant *

(in Latin)

Nationality of the applicant *

Country which issued a passport

Country of residence *

Address (place of residence) *

Country

Address

Address Line 2 (optional)

City

State, Province, or Region

Zip or Postal Code

E-mail address *

Any other type of contact

The contracting authority must be notified of any change in addresses and e-mail. The contracting authority will be held responsible if it cannot contact an applicant.

2. PART A. CONCEPT NOTE

Reference of the call for proposals ENI/2021/423-841

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

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 *

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 *

Limit: 900 characters

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.
- iii. 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: 900 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.
- iii. Give an overview of your expectations from the action.

2.3.3. Particular added-value elements

Limit: 900 characters

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

3. PART B. FULL APPLICATION FORM

3.1. Applicant's capacity and research significance *

Limit: 5400 characters

- Provide a description of a research project/dissertation 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: how is your proposed research project 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, .xls, .xlsx, .zip

Fill in Annex B 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).

www.cpva.lt/data/public/uploads/2023/04/annex-b_budget.xlsx

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 *

Limit: 1200 characters

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: 600 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.

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, .txt, .wpd, .wpl, .gif, .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.

Declaration by the Applicant *

Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .doc, .docx, .odt, .pdf

Required actions:

1. Download the attached file;
2. Fill in the required fields;
3. Upload the signed document to the submission form.

www.cpva.lt/data/public/uploads/2023/04/declaration_by_applicant.docx

Checklist for the full application form *

Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .doc, .docx, .odt, .pdf

Please download the document from the link:

www.cpva.lt/data/public/uploads/2023/04/fellowships_checklist_upd.docx

Fill the required forms and upload below.

Save Draft

Submit

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

- The instructions of the submission can be found [HERE](#).
- For any other uncertainties, the information can be found [HERE](#).

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

Evaluation of applications will happen in 3 steps:

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

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

Evaluation of the Concept Note:

1. Relevance 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. Design 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	
TOTAL SCORE			40

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

Evaluation of the full application:

Section	Maximum Score
1. Relevance (score transferred from the Concept note)	20
1. Overall capacity of the applicant	20
1. Strength of purpose and professional trajectory: has the applicant demonstrated persistence and conviction in the pursuit of their academic, professional, and/or personal goals?	5x2
2. Significance of the research: is the proposed research project different from another research that already exists on the subject (or how does it add to it)? What contribution will the proposed research make to furthering academia or general socio-economic development in Belarus or the region?	5
3. Capacity to deliver results: did the candidate demonstrate they initiated something and carried it through to an outcome? Is the candidate likely to successfully implement the project?	5
1. Design of the action and implementation approach	20
1. How coherent is the overall design of the action? Does the proposal indicate the expected results to be achieved by the action? Are the activities proposed appropriate, practical, and consistent with the envisaged outputs and outcomes?	5
1. Is the action plan for implementing the action clear and feasible? Is the timeline realistic?	5
1. To which extent does the proposal include support and acceptance of EU-based higher education institution? Is the choice of the institution relevant and justified?	5
1. How the overall package of the application form and additional documents inform the selection committee of the potential of the project?	5
Maximum total score	60

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

Step 3: Verification of the Eligibility of the Applicant

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 provisionally selected 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.

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

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 to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

STANDARD GRANT CONTRACT (SPECIAL CONDITIONS)

Annex I: Grant application form on-line

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

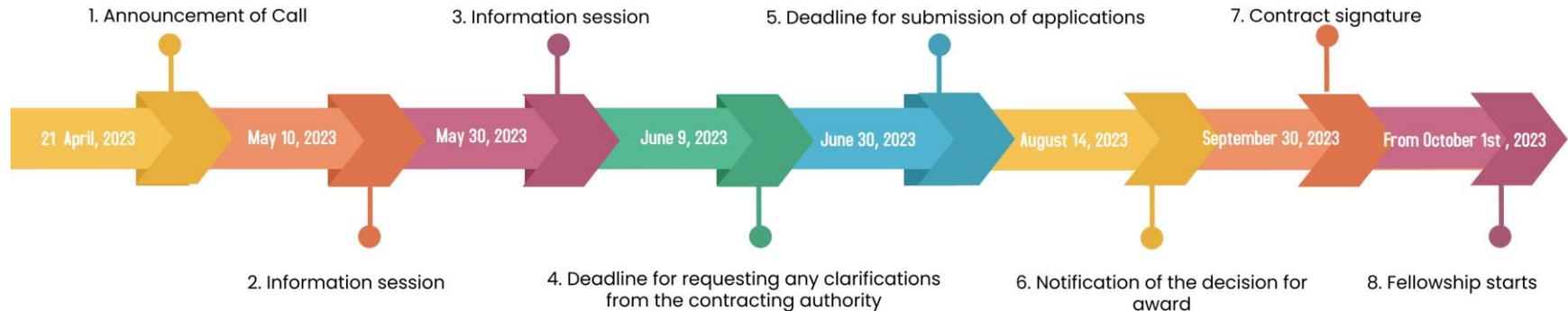
Annex VII: Confirmation of duration of fellowship form

You can find those forms on the right-hand corner of the web-page:

<https://www.cpva.lt/en/international-cooperation/calls-for-proposals/884/k80>

Fellowships to Belarusian Lecturers, Scientists, and PhD Students at EU Higher Education and Research Institutions

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



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Thank you for your attention

Prepared by Audrone Uzieliene and Viktorija Leskauskiene



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