



**Funded by
the European Union**



Contracting authority:

Central Project Management Agency, Lithuania

www.cpva.lt

Fellowships to Belarusian lecturers, scientists, researchers, and PhD students at EU higher education and research institutions 2026

“Support to Advanced Learning and Training (EU4Belarus – SALT)”

Guidelines
for applicants

Deadline for submission of full application: **21 September 2026**

at 13:00 EET/UTC+ 3 (Vilnius time)

Reference: ENI/2021/423-841

NOTICE

The call for proposals and the grant contract relates to an external action funded by the EU, represented by the European Commission.

Processing of personal data related to this grant award procedure by the contracting authority takes place in accordance with the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), national legislation of the state of the contracting authority and with the provisions of the respective financing agreement for the purposes of execution of recruitment and selection procedures as well as implementation of the grant contract.

The call for proposals and the grant contract relates to an external action funded by the EU, represented by the contracting authority. If processing your reply to the call for proposals involves transfer of personal data (such as names, contact details and CVs) to the contracting authority, they will be processed solely for the purposes of the monitoring of the grant award procedure and of the implementation of the grant contract by the contracting authority, for the latter to comply with its obligations under the applicable legislative framework and under the financing agreement concluded between the EU and the Partner Country without prejudice to possible transmission to the bodies in charge of monitoring or inspection tasks in application of EU law.

Details concerning processing of your personal data by the contracting authority are available on the privacy statement at: <https://www.cpva.lt/en/protection-of-personal-data/558>

This is an open call for proposals, where all documents are submitted together (concept note and full application). In the first instance, only the concept notes will be evaluated. Thereafter, for the applicants who have been pre-selected, the full applications will be evaluated. After the evaluation of the full applications, an eligibility check will be performed for those which have been provisionally selected (including those placed on the reserve list). Eligibility will be checked on the basis of the supporting documents requested by the contracting authority and the signed 'declaration by the applicant' sent together with the full application.

Online submission via “SUBMITTABLE”

To apply for this call for proposals, individuals submit their application via electronic platform “Submittable” (see section 2.2.2 of the guidelines).

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1. EU4BELARUS – SALT: FELLOWSHIPS TO BELARUSIAN LECTURERS, SCIENTISTS, RESEARCHERS AND PHD STUDENTS AT EU HIGHER EDUCATION AND RESEARCH INSTITUTIONS 2026

1.1. Background

The European Union adopted the special measure “EU4Belarus: Solidarity with the People of Belarus” in December 2020. With no realistic perspective of a short-term political resolution to the current crisis, the European Commission adopted another special measure in favour of Belarus in December 2021. The Action entitled “EU4Belarus: Reinforcing Resilience and Democratisation” has the overall objective to reinforce the resilience and capacity among the Belarusian people affected by the political crisis to achieve democratic changes in Belarus.

As a part of the special measure, the programme “Support to Advanced Learning and Training” (hereinafter – EU4Belarus–SALT) concerns the implementation of one of the special measure’s components targeting youth and education.

EU4Belarus–SALT programme is specifically designed to establish support schemes for Belarusian students, lecturers, scientists, researchers, and professionals who have been severely affected by the political crisis since August 2020. Funds have been foreseen to provide opportunities to Belarusian lecturers, scientists, researchers, and PhD students for fellowships at EU-based higher education and research institutions to enable them to continue and strengthen their academic or pedagogical activity as well as provide an opportunity for a new start.

The support scheme is administered by Central Project Management Agency (CPVA) who acts as a contracting authority and implemented in close collaboration with the independent Belarusian civil society organisations.

1.2. Objectives of the programme and priority issues

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, independent researchers, 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 initial or continuous academic mobility of Belarusian lecturers, scientists, researchers, and PhD students.

The **target group** (hereinafter “Applicants”):

The target group that the proposal applies to is:

- former and current lecturers at higher education institutions
- former and current scientists or researchers affiliated with research institutions, as well as independent researchers;
- current PhD students.

1.3. Financial allocation provided by the contracting authority

The overall indicative amount made available under this call for proposals is **EUR 256,680**. The contracting authority reserves the right not to award all available funds or to increase funds, if such option becomes available.

Size of grants

Any grant requested under this call for proposals must fall between the following minimum and maximum amounts per one fellowship:

- minimum amount: **EUR 5,580 (min 3 months)**;
- maximum amount: **EUR 11,160 (max 6 months)**.

Any grant requested under this call for proposals may cover 100% of total eligible costs.

2. RULES FOR THIS CALL FOR PROPOSALS

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 (PRAG), which is applicable to the present call (available on the internet at this address: <https://wikis.ec.europa.eu/display/ExactExternalWiki/ePRAG>)

2.1. Eligibility criteria

There are three sets of eligibility criteria, relating to:

- (1) the actors (2.1.1.): i.e. the **‘applicant’** submitting the application form;
- (2) the actions (2.1.2.): actions for which a grant may be awarded;
- (3) the eligible costs (2.1.3.): types of cost that may be eligible for the grant.

2.1.1. Eligibility of applicants

Applicant

- (1) In order to be eligible for a grant, the applicant must:
 - be a natural person **and**
 - be a citizen of the Republic of Belarus¹ **and**
 - reside in an EU member state, a member of the Schengen Area, the United Kingdom, or one of the Eastern partnership countries (Armenia, Azerbaijan, Belarus, Georgia, Moldova, Ukraine). In case of residence outside Belarus, left Belarus not earlier than August 2020 **and**
 - be current or former lecturer, scientist or researcher at a higher education or research institution, including think tanks and research NGOs, or independent researcher or a current PhD student **and**

¹ Applicants, who lost or renounced their Belarusian citizenship after August 2020, or do not have valid Belarusian passport at the time of Application submission, must present documental evidence of valid Belarusian citizenship at the time of August 2020

- demonstrate that the applicant or an immediate family member has been under threats as a result of civic, political or professional activity, suffered from actual persecution /repression, or risks of threatening, persecution, repressions, or dismissal **on political grounds** related to political situation of August 2020 (based on official protocols or other documents, such as reference letters issued by independent civil society organisations, human rights activists, representatives of democratic political institutions, etc.) **and**
- be directly responsible for the preparation and management of the action, not acting as an intermediary **and**
- be able to present an invitation letter for the duration of the fellowship from a host higher education institution or research centre in the EU.

(2) Potential applicants may not participate in calls for proposals or be awarded grants if they are in any of the situations listed in [Section 2.4.](#) of the practical guide on contract procedures for European Union external action (PRAG).

Particular attention should be paid to a possible conflict of interest. Whereas an applicant is a permanent or temporary employee of an organisation or have other permanent links with the organisation (e.g. provides long-term services), which is linked to the contracting authority CPVA on contractual basis, he/she will not be eligible the same way as employees of the contracting authority itself.

In Section 6 of the grant application form ('declaration by the applicant'), the applicant must declare that the applicant is not in any of these situations.

The applicant must act individually only. If awarded the grant contract, the applicant will become the beneficiary identified as the coordinator in the Grant Contract (special conditions). The coordinator is the sole interlocutor of the contracting authority.

- (3) In addition, contracts cannot be awarded to or signed with applicants included in the lists of EU restrictive measures (see Section 2.4. of the PRAG).

2.1.2. Eligible actions: actions for which an application may be made

Definition

An action is composed of a set of activities.

Duration

The initial planned duration of an action **may not be lower than 3 months nor exceed 6 months**. Fellowships may indicatively start from January 1, 2027, and must be completed by August 11, 2027.

Number of paid months should be calculated depending on the actual start and end dates of the fellowship, however total Contract implementation period can be longer than the total amount of paid Fellowship months if Applicant requests a reasonable interruption in mid-period of the Fellowship. Contracting Authority reserves a right to request justification of requested interruptions, evidence of interruption alignment with higher education institution, also – to accept, reject or request to modify the interruption on justified grounds; however, in no case may the total duration of the fellowship extend beyond 11 August 2027.

Sectors or themes

Applications for fellowships may be submitted in any field of science. Comparative and interdisciplinary fellowships are welcome.

Location

Actions must take place in one of the accredited European Union higher education institutions and/or research institutions with an evidence-based track of academic history in the EU member states.

Types of action

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

- Actions concerned only with individual fellowships.

Types of activity

- fellowship actions for academic exchange at higher education institutions to improve professional experience in the field of interest, as well as collaborate with academic colleagues, develop a course or curriculum, teach, and/or give guest lectures and presentations.
- fellowship actions for research in a specific field at a higher education institution or research centre with an evidence-based track of academic history and/or implemented academic projects, 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.

The following types of action are ineligible, applicants may **NOT** receive 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 an employee, a doctoral student, or a research fellow (regardless of its funding source) since August 2020.
- multiple EU funded fellowship awards at the same time (or overlapping partial periods) regardless of linkage to same or different higher education institutions or research centres.
- a second or subsequent fellowship from “Support to Advanced Learning and Training (EU4Belarus – SALT)” Action for the same recipient.
- if an applicant is or has been a research team member in an Academic Research Project grant funded under the “Support to Advanced Learning and Training (EU4Belarus – SALT II)” or “Support to Advanced Learning and Training (SALT III)” programme or has previously received a fellowship under EU4Belarus SALT II, the proposed fellowship action must possess a clear distinct difference compared to the object of study of the Academic Research Project grant or the previous fellowship.

The applicant must demonstrate that the proposed fellowship does not duplicate, overlap substantially with, or fund in parallel the same research. In case of doubt, the Contracting Authority leaves the right to request additional information and documents during the evaluation process.

- actions and measures that may result in violation of human rights or that may cause significant adverse effects on the environment or the climate². This includes, in particular, actions that undermine human dignity, freedom, democracy, equality, the rule of law and human rights, including the rights of minorities.

² Article 29 NDICI.

Fellowship activities must be compatible with EU values. Where relevant to the proposed activities, applicants should take into account human rights, gender equality, environmental considerations, etc.

Financial support to third parties

Applicants may not propose financial support or in any other way transfer the grant to third parties.

Visibility

The applicants must take all necessary steps to ensure the visibility of the European Union as the funder or co-funder of the action, through the correct and prominent display of the EU emblem and relevant funding statement. 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.

If applicable, communication activities may be undertaken to raise the awareness of specific or general audiences of the reasons for the action and the EU support for the action in the country or region concerned, as well as the results and the impact of this support. Should measures ensuring visibility of EU financing be not ensured throughout the implementation period of the planned Grant Contract (e.g. no documental deliverables are developed or events held during implementation period of the Grant Contract fail to display EU emblem), applicant shall present a road map how he or she will ensure EU visibility requirements at the later time (e.g. when research results are published) no later than in the Final Report.

All measures and activities relating to visibility and, if applicable, communication, must comply with the latest Communication and Visibility Requirements for EU-funded external action, laid down and published by the European Commission ([Communication and Visibility Requirements for EU External Actions | International Partnerships \(europa.eu\)](https://ec.europa.eu/eu-external-partnerships/en/communication-visibility-requirements)).

Derogation from contractual visibility obligations is permitted in exceptional situations, which may be required in the framework of this action due to security issues, local political sensitivities, when this is in the interest of the beneficiary or the contracting authority. In such cases, visibility tools, products, and channels to be used in promoting a given action will be determined on a case-by-case basis, in consultation and agreement with the Contracting Authority prior to limiting EU visibility. Requests for derogation from contractual visibility obligations should be included in Annex I – Full application form and negotiated as part of the Special Conditions of the contract.

Number of applications and grants per applicants

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

Form of the grant

The grants awarded under this call for proposals take the following form:

- Reimbursement of eligible costs³ that may be based on simplified cost options.

2.1.3. Eligibility of costs and eligibility of results/conditions

Only ‘eligible costs’ can be covered by a grant. The categories of costs that are eligible and non-eligible are indicated below. The budget is both a cost estimate and an overall ceiling for ‘eligible costs’.

Simplified cost options (SCOs) may take the form of **unit costs**: covering all or certain specific categories of eligible costs which are clearly identified in advance by reference to an amount per unit.

³ Beneficiary will be solely responsible for all liabilities related to the financial services (bank currency exchange, transfer and other fees), local social security system, income tax obligations and other financial obligations resulting from the legislation of the place where Beneficiary resides or is taxed. No additional remuneration foreseen to cover any of these liabilities exceeding the amount of the grant.

Eligible direct costs

To be eligible under this call for proposals, costs must comply with the provisions of Article 14 of the general conditions to the standard grant contract (see Annex II for guidelines).

Recommendations to award a grant are always subject to the condition that the checks preceding the signing of the grant contract do not reveal problems requiring changes to the budget (such as arithmetical errors, inaccuracies, unrealistic costs and ineligible costs). The checks may give rise to requests for clarification and may lead the contracting authority to impose modifications or reductions to address such mistakes or inaccuracies. It is not possible to increase the grant or the percentage of EU co-financing because of these corrections.

Specifically, the eligible direct costs may include only the following:

- Monthly fellowship allowance (individual support grant) of **EUR 1860** for a maximum of **6 months**.

Contingency reserve

The budget may **NOT** include a contingency reserve.

Indirect costs

The indirect costs incurred in carrying out the action may not be eligible.

Ineligible costs

Any type of costs other than specified under the eligible direct costs are NOT eligible.

2.1.4. Ethics and values

Absence of conflict of interest

The applicant must not be affected by any conflict of interest and must have no equivalent relation in that respect with other applicants or parties involved in the actions. Any attempt by an applicant to obtain confidential information, enter into unlawful agreements with competitors or influence the evaluation committee or the contracting authority during the process of examining, clarifying, evaluating and comparing applications will lead to the rejection of its application and may result in exclusion decisions for other award procedures and/or financial penalties according to the Financial Regulation in force.

Respect of environmental legislation and core labour standards

The applicant must comply with human rights. Applicants who are awarded a grant must comply with the environmental legislation including multilateral environmental agreements, and with the core labour standards as applicable and as defined in the relevant International Labour Organisation conventions (such as the conventions on freedom of association and collective bargaining; elimination of forced and compulsory labour; abolition of child labour).

Respect of EU values

Applicants who are awarded a grant must commit to and ensure the respect of fundamental values of the EU, such as respect for human dignity, freedom, democracy, equality, the rule of law and human rights, including the rights of minorities. They must also respect the European Commission policy regarding reputational matters, especially when implementing activities involving capacity building, policy support, awareness raising, communication and dissemination.

Zero tolerance for sexual exploitation, abuse and harassment

The European Commission applies a policy of 'zero tolerance' in relation to all wrongful conduct which has an impact on the professional credibility of the applicant.

Physical abuse or punishment, or threats of physical abuse, sexual abuse or exploitation, harassment and verbal abuse, as well as other forms of intimidation shall be prohibited.

Anti-corruption and anti-bribery

The applicant shall comply with all applicable laws, regulations and codes relating to anti-bribery and anti-corruption. The contracting authority reserves the right to suspend or cancel project financing if corrupt practices of any kind are discovered at any stage of the award process or during the execution of a contract and if the contracting authority fails to take all appropriate measures to remedy the situation. For the purposes of this provision, 'corrupt practices' are the offer of a bribe, gift, gratuity or commission to any person as an inducement or reward for performing or refraining from any act relating to the award of a contract or execution of a contract already concluded with the contracting authority.

Unusual commercial expenses

Applications will be rejected or contracts terminated if it emerges that the award or execution of a contract has given rise to unusual commercial expenses. Such unusual commercial expenses are commissions not mentioned in the main contract or not stemming from a properly concluded contract referring to the main contract, commissions not paid in return for any actual and legitimate service, commissions remitted to a tax haven, commissions paid to a payee who is not clearly identified or commissions paid to a company which has every appearance of being a front company.

Grant beneficiaries found to have paid unusual commercial expenses on projects funded by the European Union are liable, depending on the seriousness of the facts observed, to have their contracts terminated or to be excluded from receiving EU/EDF funds.

Breach of obligations, irregularities or fraud

The contracting authority reserves the right to suspend or cancel the procedure, where the award procedure proves to have been subject to breach of obligations, irregularities or fraud. If breach of obligations, irregularities or fraud are discovered after the award of the contract, the contracting authority may refrain from concluding the contract.

2.2. How to apply and the procedures to follow

2.2.1. Application forms

Applications must be submitted in accordance with the instructions on the concept note and the full applications in the grant application form annexed to these guidelines (Annex I). Applicants should keep strictly to the format of the grant application form and fill in all paragraphs and pages.

Applicants must apply **in English**.

Please complete the full application form carefully and as clearly as possible so that it can be assessed properly.

Any error or major discrepancy related to the points listed in the instructions on the concept note or any major inconsistency in the application may lead to the rejection of the application.

Clarifications will only be requested when the information provided is unclear and thus prevents the contracting authority from conducting an objective assessment.

Please note that only the grant application form and the published annexes which have to be filled in will be evaluated. It is therefore of utmost importance that these documents contain ALL the relevant information concerning the action.

Please note that incomplete applications may be rejected. Applicants are advised to verify that their application is complete using the checklist (Section 4 of the grant application form).

Please note that the following documents should be submitted together with the application form:

1. **Academic curriculum vitae (CV).**
2. **Letter of invitation** (signed by authorised representative of the institution or its subdivision) by an EU-based hosting accredited higher education institution or legally established research institution inviting the applicant and describing the duration and type of action. This should include confirmation to support the visa process. There is no fixed form or template for this letter, the host institution is free to develop it in any form. Ideally, the letter should come on an institutional letterhead with the duration of your stay, research topic, types of activities you are to perform, host department, and clearly visible signatures, names and titles of the people who sign it.
3. **Evidence of dismissal, persecution, or risks 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 dismissal, persecution/threat of repressions on political grounds provided by organisations and/or representatives of civil society (e.g., human rights organizations, representatives of democratic political institutions, diaspora organisations etc.) may be accepted. Any and all supporting documents, which would confirm any facts of persecution by the Belarusian authorities in any available language (English, Belarusian, Russian, Lithuanian, etc.) can be submitted and will be analysed by CPVA and external assessors to confirm the compliance with the requirements.
4. Doctoral student applicants must also provide **proof of enrolment status at the PhD studies.**

These documents must be supplied in the form of originals, photocopies or scanned versions (i.e. showing legible stamps, signatures and dates) of the said originals.

Where such documents are not in one of the official languages of the European Union, a translation into English 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.

If the abovementioned supporting documents are not provided by the deadline for the submission of the application form, the application may be rejected.

2.2.2. Where and how to send applications

Applications must be submitted in an electronic application form through **Submittable** platform via the link. The applicants' attention is drawn to the fact that there is **only one system** for sending applications: by the electronic system "Submittable". The link to the submission is [SUBMIT APPLICATION](#).

A tutorial how to use the Submittable and open an account can be found [HERE](#). For any other uncertainties, the information can be found [HERE](#).

Applications sent by any other means (e.g. by fax or by e-mail) or delivered to other addresses will be rejected.

2.2.3. Deadline for submission of applications

The deadline for the submission of applications is **13:00 Eastern European/Vilnius Time (EET/UTC+3)** on **September 21, 2026**. After the deadline the link to the electronic application form will be de-activated.

Any application or additional documents of the application submitted after the deadline or outside the system (i.e. by e-mail) will automatically be rejected.

Applicants are strongly advised not to wait until the last day to submit their applications, since heavy Internet traffic or a fault with the Internet connection (including electricity failure, etc.) could lead to difficulties in submission. The contacting authority cannot be held responsible for any delay or submission problems due to such difficulties.

2.2.4. Further information about applications

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: [HERE](#). The planned publishing date is August 11, 2026.

Questions regarding application may be submitted via [Request for Clarification Form](#) no later than 21 days before the deadline – **up to 31 August 2026** – for the submission of applications. For general questions, please contact us via e-mail address eu4belarus@cpva.lt

The contracting authority has no obligation to provide clarifications to questions received after this date.

Replies will be given no later than 11 days before the deadline for the submission of applications.

To ensure equal treatment of applicants, the contracting authority cannot give a prior opinion on the eligibility of an applicant, an action, or specific activities.

Questions that may be relevant to other applicants, together with the answers, will be published on the website where the call was published: [HERE](#), as the need arises. It is therefore advisable to consult the abovementioned website regularly in order to be informed of the questions and answers published.

Please note that the contracting authority may decide to cancel the call for proposals procedure at any stage according to the conditions set out in Section 6.5.9 of the PRAG (i.e. list of rules for EU grant making).

2.3. Evaluation and selection of applications

Applications will be examined and evaluated by the contracting authority with the possible assistance of external assessors. All applications will be assessed according to the following steps and criteria.

If the examination of the application reveals that the proposed action does not meet the eligibility criteria stated in Section 2.1, the application will be rejected on this sole basis.

2.3.1. STEP 1: OPENING AND ADMINISTRATIVE CHECKS AND CONCEPT NOTE EVALUATION

During the opening and administrative check, the following will be assessed:

- If the deadline has been met and the application form sent by the Submittable system. Otherwise, the application will be automatically rejected.
- If the application satisfies all the criteria specified in the checklist in Section 4 of the grant application form. This also includes an assessment of the eligibility of the action. If any of the requested information is missing or is incorrect, the application may be rejected on that **sole** basis and the application will not be evaluated further.

The concept notes that pass this check will be evaluated on the relevance and design of the proposed action.

The concept notes will receive an overall score out of 40 using the breakdown in the evaluation grid below. The evaluation will also check compliance with the instructions on how to complete the concept note, which can be found in Part A of the grant application form.

The evaluation criteria are divided into headings and subheadings. Each subheading will be given a score between 1 and 5 as follows: 1 = very poor; 2 = poor; 3 = adequate; 4 = good; 5 = very good.

	Scores*	
1. Relevance of the action	Sub-score	20
1.1 Consistency with the objectives of the call: How relevant is the proposal to the objectives and priorities of the call for proposals and to the specific requirements stated in the guidelines for applicants? Does the proposed action clearly fall within one or more eligible types of activity? How relevant is the proposal to the particular needs and constraints of the applicant at this particular point in time? How will it contribute to their career? Are the expected results of the action aligned with the priorities defined in the guidelines for applicants? Is the research methodology or implementation approach clear (Section 2.3.1)?	5x2**	
1.2 Expected results and sustainability: Are the expected results of the action aligned with the goals defined in the guidelines for applicants? Are the expected results appropriate for the type of action proposed? Are sustainability measures addressed? (Section 2.3.2)?	5	
1.3 Added value elements: Does the proposal contain added-value elements (e.g., new knowledge, new methods of research, teaching or curriculum development, academic exchange, innovation, best practices, multiplier effect) (Section 2.3.3)?	5	
2. Design of the action	Sub-score	20
2.1 Action logic: 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, delivery of study modules, teaching activities, guest lectures, etc.)? (Section 2.3.1 and 2.3.2)	5x2**	
2.2 Context analysis: Does the project design include a robust analysis of the problems involved? (Section 2.3.1)	5	
2.3 Activities: Are the activities feasible and consistent in relation to the expected results within the planned period of the action? (Section 2.3.1)	5	
TOTAL SCORE		40

**this score is multiplied by 2 because of its importance.

Firstly, only the concept notes with a score of at least 25 will be considered for pre-selection.

If the average score for Section 1.1 and 2.1 respectively is 0 - 2 points, the application will be rejected. Once all concept notes have been assessed, a list will be drawn up with the proposed actions ranked according to their total average score.

Secondly, the number of concept notes will be reduced, taking account of the ranking, to the number of concept notes whose total aggregate amount of requested contributions is equal to at least 200% of the available budget for this call for proposals.

After the evaluation of concept notes, the contracting authority will send letters/information by contact e-mail to all applicants, indicating whether their application was submitted by the deadline, informing them of the reference number they have been allocated, whether the concept note was evaluated and the results of that evaluation. The evaluation committee will then proceed with the applicants whose proposals have been pre-selected.

As Steps 2 and 3 of the evaluation will be conducted in parallel, the contracting authority will also inform those applicants who pass the Step 1 that they will be subject to a further eligibility check, requesting to provide supporting documents (see Section 2.3.3.A).

2.3.2. STEP 2: EVALUATION OF THE FULL APPLICATION

If the applications pass the opening and administrative checks along the instructions of the Step 1: they will be further evaluated on their quality, the capacity of the applicant, and overall significance, clarity, and feasibility of the project. They will be evaluated using the evaluation criteria in the evaluation grid below. They will be evaluated taking all the provided documents into account.

Scoring:

The evaluation grid is divided into Sections and subsections. Each subsection will be given a score between 1 and 5 as follows: 1 = very poor; 2 = poor; 3 = adequate; 4 = good; 5 = very good.

Evaluation grid

Section	Maximum Score
1. Relevance (score transferred from the Concept note Section 1)	20
2. 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? (Section 3.1)	5x2
2. Significance of the proposed action: is the proposed fellowship action (research, teaching, curriculum/course development, etc.) different from or complementary to other work that already exists on the subject? What contribution will the proposed action make to furthering academia, teaching capacity, academic cooperation or general socio-economic development in Belarus or the region? (Section 3.1)	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? Is the applicant's previous experience relevant to the selected type of fellowship activity? (Section 3.1)	5
3. 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? (Section 3.1)	5
2. Is the action plan for implementing the action clear and feasible? Is the timeline realistic? Is the GANTT chart attached? (Section 3.2) Is Budget properly filled in and the host country indicated in the justification? (Section 3.3)	5
3. To what extent does the proposal include support and acceptance from an EU-based higher education institution or research centre ? Is the choice of the institution relevant and justified in relation to the proposed action? (section 3.4)	5
4. How well is the previous experience in the field analysed (previous research, literature, teaching, professional or practical experience, other experience)? How does overall package of the application form and additional documents inform the selection committee of the potential of the project?	5

Maximum total score	60
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Provisional selection

After the evaluation, a table will be drawn up listing the applications ranked according to their average score. The highest scoring applications will be provisionally selected until the available budget for this call for proposals is reached.

2.3.3. STEP 3: VERIFICATION OF ELIGIBILITY OF THE APPLICANTS AND OTHER SUPPORTING DOCUMENTS

The eligibility verification will be performed **in parallel** to Step 2 on the basis of the supporting documents requested by the contracting authority (see Section 2.2.1). It will therefore only be performed for the applications that have passed Step 1 of the evaluation. In this case:

- The declaration by the applicant (Section 6 of the grant application form) will be cross-checked with the supporting documents provided by the lead applicant. Any missing supporting document or any incoherence between the declaration by the applicant and the supporting documents may lead to the rejection of the application on that sole basis.
- The eligibility of applicants will be verified according to the criteria set out in Section 2.1.1, including exclusion criteria.

Any rejected application will be replaced by the next best placed application on the reserve list that falls within the available budget for this call for proposals.

A. SUBMISSION OF SUPPORTING DOCUMENTS

The applicant should submit the documents listed in Section 2.2.1.

In addition, the applicant whose application has been passed Step 1 evaluation stage will be informed in writing by the contracting authority and requested to supply the following documents (see Section 2.3.(1)):

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 or the actual current location if residence permit procedure is ongoing.

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.

2.4. Award Decision

After the assessment of the full applications and verification the supporting documents (Step 2 and Step 3, conducted in parallel), the Contracting Authority decides on the award of grants based on the final recommendation by the evaluation committee. In addition, a reserve list will be drawn up following the same criteria. This list will be used if more funds become available during the validity period of the reserve list.

The contracting authority may decide not to award any grants and cancel the call for proposals without having the applicants any right to compensation.

2.5. Notification of the Contracting Authority's decision

The applicants will be informed in writing of the contracting authority's decision concerning their application and, if rejected, the reasons for the negative decision.

No prior consultation with the applicant is required where an application is rejected because it does not meet the admissibility, eligibility, selection or award criteria set out in these Guidelines. This includes, for example, applications submitted after the deadline, applications submitted by applicants who do not meet the eligibility requirements, or applications that do not reach the required quality threshold during evaluation.

Applicants placed on the reserve list will also be informed. The applicable terms to the reserve list are laid down in Section 6.5. of the practical guide.

An applicant believing that it has been harmed by an error or irregularity during the award process may lodge a complaint no later than 30 days from receipt of the letter following the procedure of complaints available on <https://www.cpva.lt/apie-cpva/teisine-ir-administracine-informacija/382>. Applicants are informed that, should they be in one of the situations of early detection or exclusion, their personal details (name, given name) may be registered in the early detection and exclusion system, and communicated to the persons and entities concerned in relation to the award or the execution of a grant contract.

For more information, you may consult the privacy statement available on http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm

2.6. Signature of the grant contract

Following the decision to award a grant, the beneficiary will be offered a contract based on the standard grant contract (see the "Standard grant contract (Special Conditions)", annexed to these guidelines). By signing the application form (Annex I of these guidelines), the applicants agree, if awarded a grant, to accept the contractual conditions of the standard grant contract.

For the preparation of the standard grant contract, the selected applicants will be required to provide the bank account information (Article 4.4. of the standard grant contract – Special Conditions). Fellowship payments will be made monthly by bank transfer in euros to a personal bank account held in the beneficiary's own name. The bank account must be able to receive payments in euros and must be eligible for transfers from CPVA. Payments cannot be made to bank accounts located in countries or financial institutions to which CPVA is unable to make transfers, including Belarus.

The budget proposed for the action by the successful applicants at the call for proposals stage must be corrected to remove any obvious arithmetical errors or ineligible costs prior to signing the contract.

The contracting authority may decide that other clarifications or minor corrections may be made in so far as they do not call into question the grant award decision, do not conflict with equal treatment of applicants, and:

- relate to matters clearly identified by the evaluation committee; or
- aim at taking into consideration changes that have occurred since the date of receipt of the proposal.

These amendments cannot lead to an increase in the amount of the grant as set in the guidelines of the call for proposals. In this respect, records of the contacts with the applicants must be kept on the file.

In no case the conditions announced in the guidelines can be altered at this stage. Apart from the above-mentioned clarifications and/or corrections, any other alteration of the initial proposal or deviation from the award conditions laid down in the guidelines is strictly prohibited.

Any other alteration to the successful applicant's proposal, or negotiation of it, is prohibited.

2.7. Indicative timetable

	DATE	TIME EET (Vilnius time)
1. Publication of informational video	11 August 2026	-
2. Deadline for requesting any clarifications from the contracting authority	31 August 2026	23:59
3. Last date on which clarifications are issued by the contracting authority	10 September 2026	-
4. Deadline for submission of applications	21 September 2026	13:00
5. Information to applicants on opening, administrative checks and concept note evaluation (Step 1)	27 October 2026	-
6. Notification of the contracting authority decision (after the full application evaluation and eligibility check – steps 2 and 3)	24 November 2026	
7. Contract signature	November-December 2026 Tentative fellowship start from 1 January 2027	Latest fellowship completion by 11 August 2027

All times are in the time zone of the country of the contracting authority (EET).

This indicative timetable refers to provisional dates (except for dates 2, 3, and 4) and may be updated by the contracting authority during the procedure. In such cases, the updated timetable will be published on the web site where the call was published [HERE](#).

2.8. Early detection and exclusion system

Applicants and, if they are legal entities, persons who have powers of representation, decision-making or control over them, natural or legal person that assumes unlimited liability for the debts, natural or legal person who is essential for the award or for the implementation of the legal commitment, beneficial owner or any affiliate of the applicant, are informed that, should they be in one of the situations of early detection or exclusion, their personal details (name, given name if natural person, address, legal form) may be registered in the early detection and exclusion system, and communicated to the persons and entities concerned in relation to the award or the execution of a grant contract.

For more information, you may consult the privacy statement available on http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm

3. LIST OF ANNEXES

STANDARD GRANT CONTRACT (SPECIAL CONDITIONS)

Annex I	Grant application form online (SUBMIT APPLICATION)
Annex II	General conditions
Annex III	Budget (Excel format)
Annex IV	Model narrative report
Annex V	Model financial report
Annex VI	Confirmation of duration of fellowship form