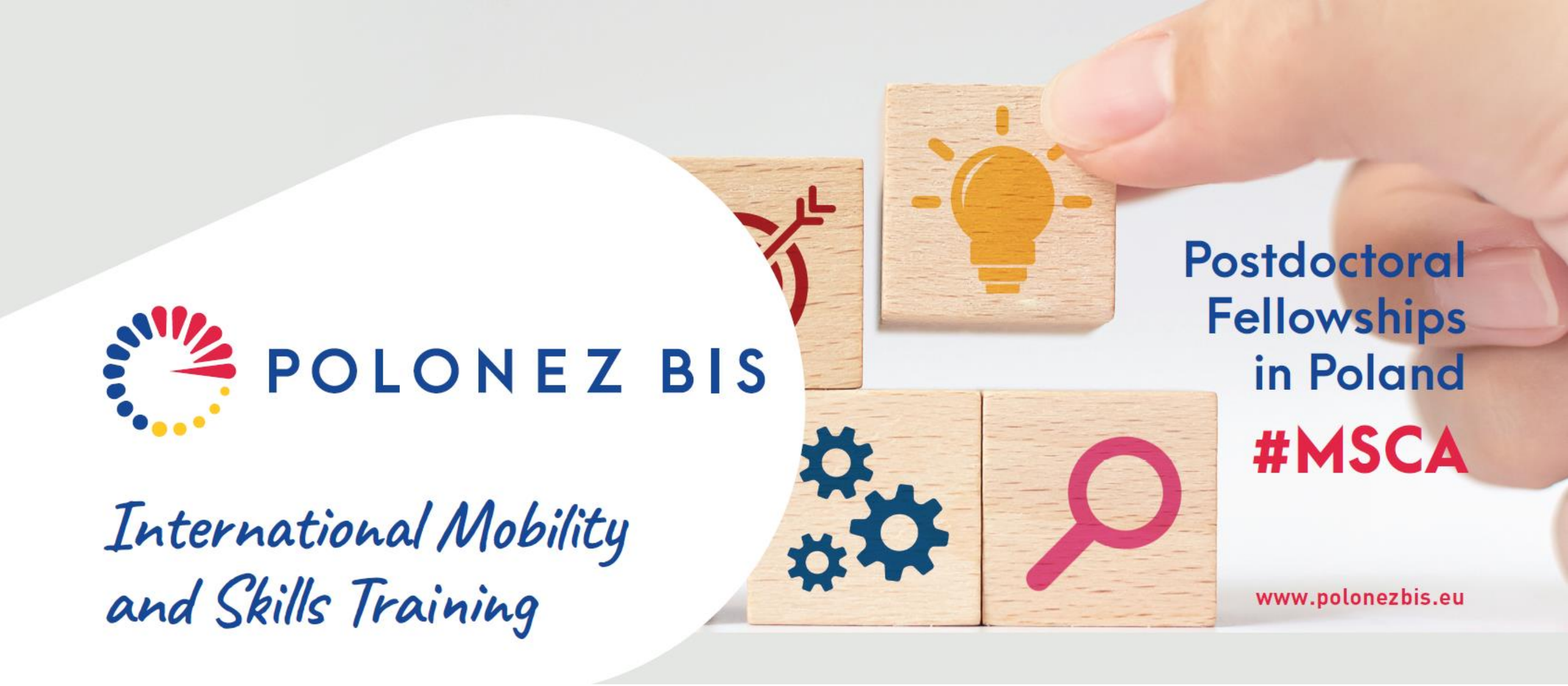


POLONEZ BIS

International Mobility and Skills Training

Webinar for Applicants
5 April 2022

CC BY NC ND

AGENDA

About POLONEZ BIS
Eligibility
Partner Search Tool
Career Development Plan
Host Institution Capacity Form

Jolanta Palowska
NCN

The POLONEZ Experience

Marco Costantini
POLONEZ Fellow

Proposal Evaluation

Anna Fiust
NCN

Q&A



MSCA POLONEZ BIS COFUND

POLONEZ BIS is a grant programme cofunded by the National Science Centre in Poland and European Commission from the HORIZON 2020 research and innovation programme under the Marie Skłodowska-Curie Actions (MSCA).

WHO IS IT FOR?

researchers at **any career stage**
regardless of age, nationality, gender

WHAT DOES IT OFFER?

bottom-up funding for research projects
full-time employment for the PI
overheads for the host institution

ANY CONDITIONS?

research experience
mobility to Poland
for the duration of the project (24 months)

BENEFITS

opportunity to develop maturity as a researcher and **experience** as a financially independent project leader

combination of research with **transferable skills training** and **intersectoral secondments**

transfer of knowledge between academic and non-academic sector

Host Institution development
new researchers create new teams and new cooperations

POLONEZ BIS recruitment plan

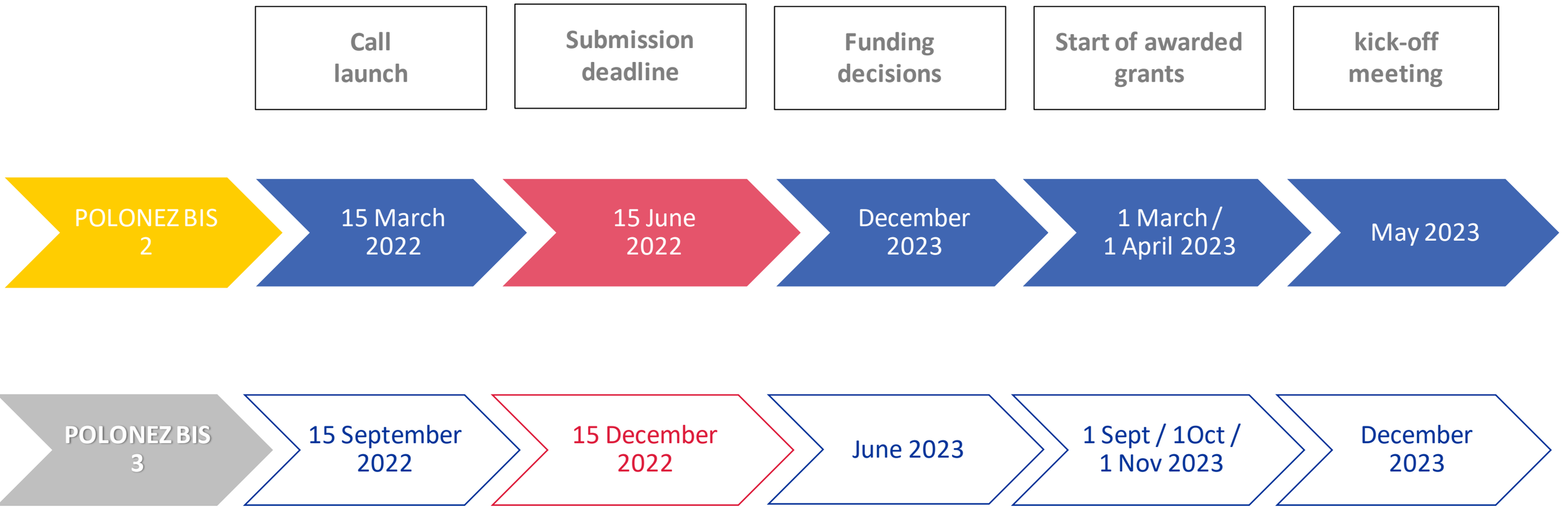
3 calls for proposals – transparent procedures, objective assessment criteria, international peer review panels

24-month fellowships in any discipline covered by 25 NCN panels
Arts, Humanities and Social Sciences (HS), Physical Sciences and Engineering (ST), Life Sciences (NZ)

120 research positions at Polish Host Institutions, both academic and non-academic

42 in Call 1 – closed, funding decisions in June 2022
48 in Call 2 – open now
30 in Call 3 – scheduled to open on 15 September 2022

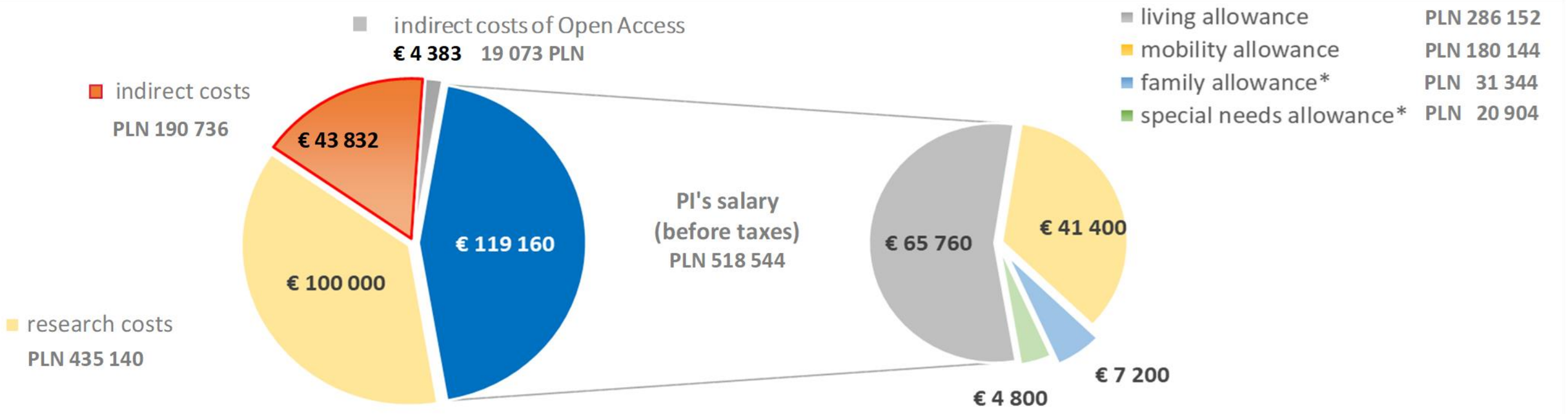
CALL TIMELINE



FUNDING per individual grant

Max. project budget EUR 267 375

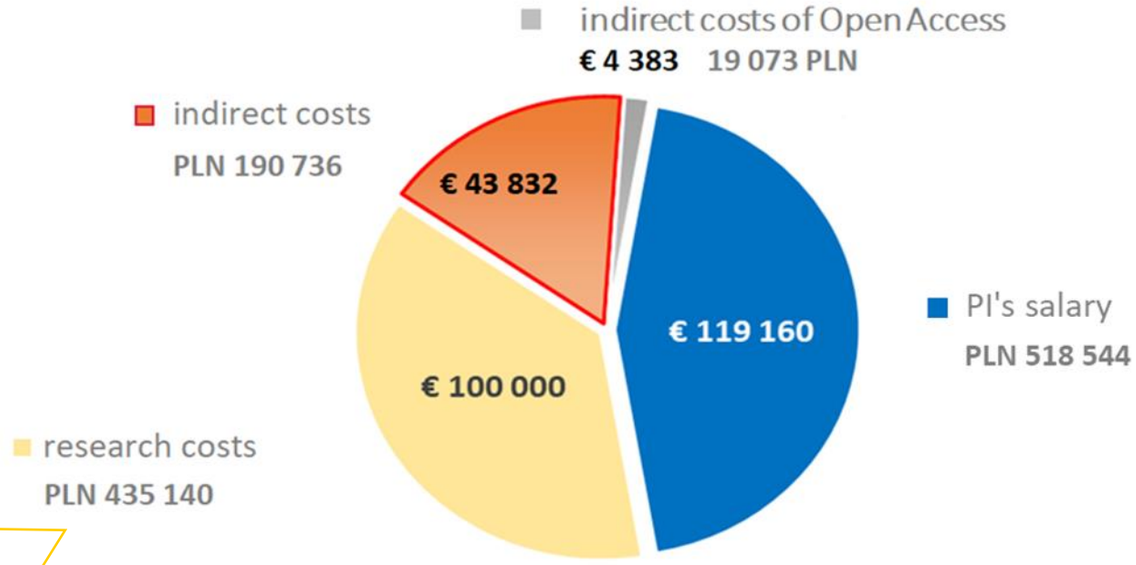
POLONEZ BIS 2 exchange rate 1 EUR = 4,3514 PLN



ELIGIBLE COSTS of research

Max. project budget EUR 267 375

- additional salaries of the Mentor (up to PLN 2 000/month)
- salaries of other investigators recruited or assigned to the project (no individual limits)
- option to hire or grant scholarships to students and/or PhD students
- other direct costs:
  - small equipment up to EUR 2,500 (PLN 10,879) per unit
  - consumables and supplies
  - business trips for the PI and research team members, including PI's intersectoral secondment, field trips, conferences
  - services outsourced to third parties
  - travel costs of external experts and collaborators
  - costs of promoting the project and research results, including the project website



! Proposals involving collaboration with Russian research institutions must not be submitted.

Before you start – call text

https://www.ncn.gov.pl/en/ogloszenia/konkursy/polonez-bis2





POLONEZ BIS Fellowship - actors



POLONEZ BIS Fellowship – proposal sections

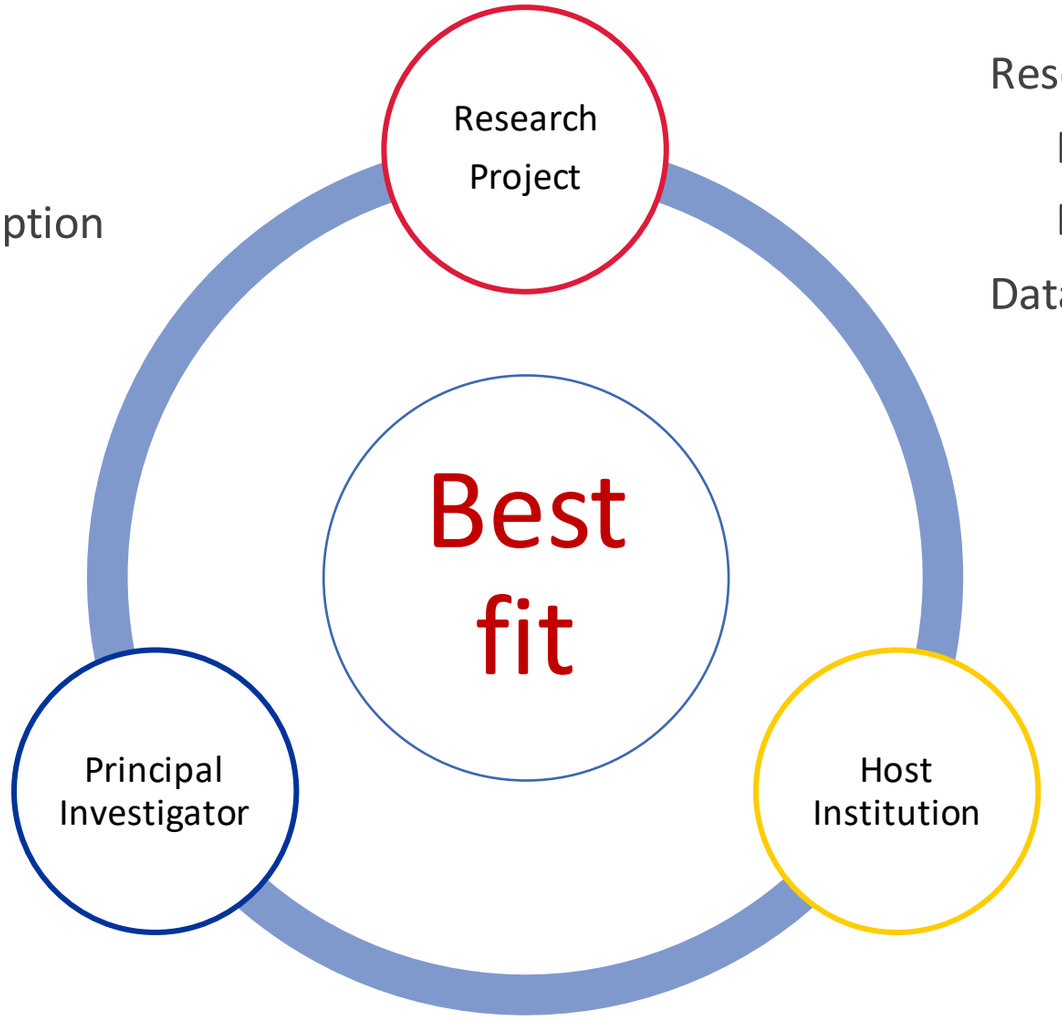
NCN Panels

Abstract

Short and detailed description

Research tasks

Ethics



Resources needed

- Research team (min. PI and Mentor)
- Budget

Data Management Plan

Eligibility

PI's research track record

Career Development Plan incl. dissemination plan (project impact)

Eligibility

Mentor's research track record

Host Institution Capacity Form

State Aid? (non-academic sector)

Principal Investigator's profile

Research experience

a. PhD holder - upload a scan of the PhD diploma in the online submission system (OSF)

b. no PhD – upload documents confirming at least 4 years of full-time research experience (e.g. a declaration signed by a representative of an institution where the research was carried out)

c. at least one publication - published or accepted (upload a scan in the Academic Track Record section)

- if the original documents confirming research experience were not drawn in Polish or English, upload the originals and a translation into Polish or English
- count the 4 years from the date you you obtained a degree which formally entitles you to start on a doctorate (e.g. MA, MSc) – in the country where the degree was obtained or in Poland
- not sure if your diploma or degree is recognized in Poland?
  – ask the Host Institution
  – use the Kwalifikator system available in Polish and English on the website of the Polish National Agency for Academic Exchange https://nawa.gov.pl/en/recognition/system-kwalifikator.
- NCN does not require diploma nostrification, but it may be necessary to sign the job contract

Principal Investigator’s profile

Mobility

applicants must move to Poland for the duration of the fellowship and must not have resided, studied or been employed in Poland for more than 12 months in the last 3 years before the call launch

Compliance with the eligibility criteria

No.	Period concerned		Country	Document’s name	Description
	from YYYY-MM-DD	to YYYY-MM-DD			
1					
2					
...					

- describe and document 36 months **between 15 March 2019 and 14 March 2022**, without any gaps
- for each stay described in the table, provide a scan of a supporting document e.g. a work contract, a study certificate, proof of payment of tuition fees, a residence permit, flat rental contracts, utility bills in PI’s name, insurance contracts, tax declarations, etc. (one document is enough for each period listed)
- documents in English are preferred, documents in other languages do not have to be translated. For handwritten documents or documents which do not use Arabic numbers (1,2,3, etc.), please circle the relevant dates and provide a note with conversion of the date into the YYYY-MM-DD format.

Principal Investigator’s profile

PI makes a commitment to:

- ✓ reside in Poland for the entire project funding term and be available to the Host Institution. The obligation does not apply to documented foreign business trips related to the project, field research abroad and holidays, time off work and other excused absences governed by generally applicable laws.
- ✓ participate in at least three 2-day training courses developing research and non-research competencies, organised and paid for by the NCN
- ✓ carry out an intersectoral secondment phase outside of the Host Institution (14 days minimum – see Guide for Applicants p. 19).

During the funding term the PI makes a commitment NOT to:

- ☒ use any other sources of funding their arrival or stay in Poland
- ☒ participate in any international mobility, except to carry out the project research and training tasks under POLONEZ BIS
- ☒ receive any other salary from funds allocated as direct costs under research projects funded in other NCN call
- ☒ receive any salary from another employer pursuant to an employment contract, including an employer with a registered office outside of Poland

Ineligible Applicants

a. Researchers previously funded as POLONEZ or POLONEZ BIS Fellows

b. Researchers who were PIs in a research project carried out at a Polish institution (funded by NCN or other funder) between 15 March 2019 and 14 March 2022

c. Researchers who applied as PI in any other proposal submitted to NCN in answer to any call launched on 15 March 2022, or in answer to previous NCN calls if their proposal received a funding decision which remains in force, or is still under evaluation, or is under appeal

- The Applicant cannot be a representative of the Host Institution.
- You may resubmit a proposal which was rejected in POLONEZ BIS 1. Pay attention to the dates - a rejection decision remains in force for 14 days and can be appealed by the applicant. The applicant may waive the right to appeal in an official letter to the NCN Director. If your proposal to another call was rejected, check who was the applicant – if the institution was the applicant, the institution must sign the waiver.
- If you have submitted a proposal to another funder in Poland or abroad, and it is still under evaluation, you may apply for POLONEZ BIS but if both proposals are funded you will have to choose which one you will carry out.

POLONEZ BIS – support for researchers at risk

- Researchers who are experiencing threats to their life, liberty or research career, and those who are forced to flee or have been displaced because of such threats, are encouraged to apply.

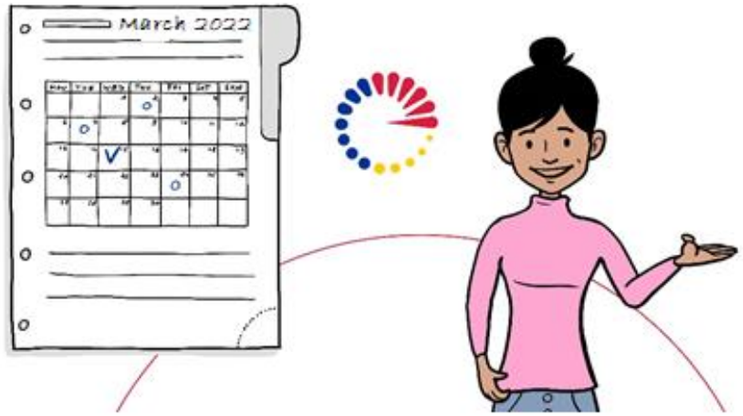
- Time spent in Poland as part of procedure for obtaining refugee status under the 1951 Geneva Convention and 1967 Protocol does not count towards 12-month limit imposed by the mobility requirement.

- NCN has received preliminary consent from the EC project officer to
  - simplify the eligibility check for refugees who fled Ukraine without relevant documents,
  - extend the standard MSCA rules applied to applicants working towards obtaining refugee status under the Geneva Convention to apply also to individuals covered by the Temporary Protection Directive.

  Special support measures for refugees from Ukraine have yet to be approved by the NCN Council – follow polonezbis.eu and ncn.gov.pl for updates.

POLONEZ BIS will continue to accept proposals from all individual researchers regardless of nationality or citizenship, including researchers from the Russian Federation, but cooperation with institutions located in Russia will not be possible.

Help Marie decide if she’s eligible for POLONEZ BIS 2



Marie moved to Poland on 20 May 2021 and she has been employed as a researcher at the Best University since then.

Marie has an excellent research idea and would like to apply for POLONEZ BIS 2. The call opened on 15 March and will close on 15 June 2022.

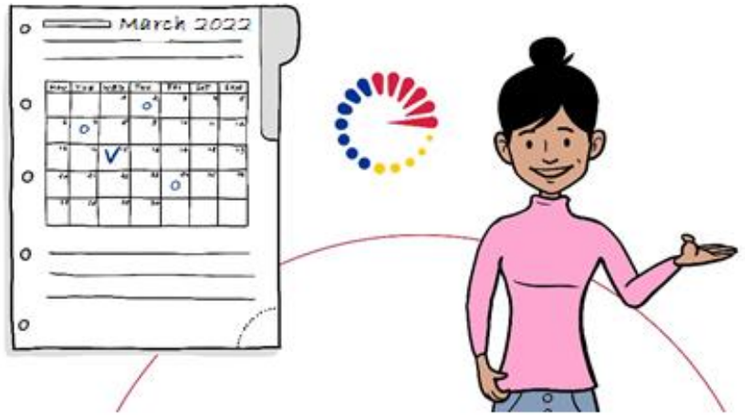
Does Mary comply with the mobility rule?

YES

NO

Not enough information

Help Marie decide if she’s eligible for POLONEZ BIS 2



Marie moved to Poland on 20 May 2021 and she has been employed as a researcher at the Best University since then.

Marie has an excellent research idea and would like to apply for POLONEZ BIS 2. The call opened on 15 March and will close on 15 June 2022.

Does Mary comply with POLONEZ BIS criteria for an experienced researcher?

YES

NO

Not enough information

Host Institution profile

All legal entities with a registered office in Poland are eligible as POLONEZ BIS host institution, regardless of the sector they represent.

- A list of eligible legal entities is given in the call text and in the Guide for Applicants

- The proposal should describe only one Host Institution (Participating entity) which will employ the POLONEZ BIS PI. The PI may cooperate with more than one institution in Poland or abroad e.g. during short-term secondments. Cooperation with institutions located in the Russian Federation is not allowed.

- Host Institutions must provide additional documents if
  - they do not belong to the public finance sector
  - they do not receive any institutional core funding for research
  - POLONEZ BIS funding will constitute state aid for them

Host Institution profile

- The profile of the selected Host Institution should reflect the nature of the research project as well as the PI's profile and professional goals set in the Career Development Plan.
- The hosting arrangements should be described in the Host Institution Capacity Form.
- The proposal should name only one Mentor who was already an employee of the Host Institution at the date of call launch and whose research track record is described in detail in the proposal.
- The Mentor's experience and expertise should be relevant to the research field and the PI's career stage. There are no formal requirements as far as the degree/title of the Mentor.

Host Institution profile

During the funding term the Host Institution commits to:

- ✓ employ the Principal Investigator for the entire POLONEZ BIS fellowship funding term based on a full-time employment contract, exclusively for the implementation of the project research and training tasks and in compliance with the European Charter for Researchers and Code of Conduct for the Recruitment of Researchers;
- ✓ employ the Mentor throughout the entire fellowship funding term, based on an employment contract. The Mentor's contracted working time should be sufficient to allow for adequate supervision of the project and mentoring of the PI;
- ✓ provide the Principal Investigator with free full access to facilities, infrastructure and/or equipment necessary to carry out the research tasks described in the proposal;
- ✓ appoint or employ an administrative officer with fluent command of Polish and English, who will help the PI at the relocation stage and with administrative and financial issues during the fellowship. The minimum working time of the administrative assistant should be 0,25 Full Time Equivalent;
- ✓ reach an agreement with the Principal Investigator on how to use at least 25% of the other indirect costs;
- ✓ support the PI in promoting their research outputs, open access publishing, and data management.

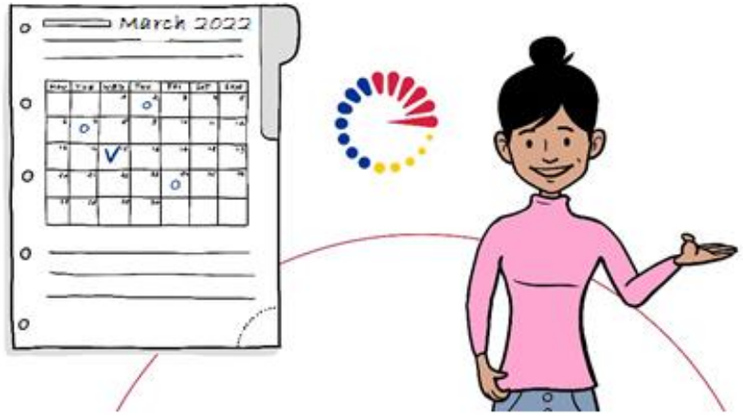
Ineligible Host Institutions

A Host Institution is ineligible if:

- it employed the PI within 3 years before the proposal **submission deadline** i.e. between **15 June 2019 and 15 June 2022.**
  The proposal includes the PI's declaration regarding their previous or current employment in the Host Institution.

- it granted the PI the PhD degree **unless** since the PhD award the PI completed a documented postdoctoral fellowship(s) outside Poland, lasting a total of at least 3 years, including at least one postdoctoral fellowship lasting an uninterrupted period of 12 months.
  Post-doctoral fellowships should be listed and documented in Part 2 of Compliance with the eligibility criteria

Help Mary choose the POLONEZ BIS Host Institution



Marie moved to Poland on 20 May 2021 and she has been employed as a researcher at the Best Research University since then.

Marie has an excellent research idea and would like to apply for POLONEZ BIS 2. The call opened on 15 March and will close on 15 June 2022.

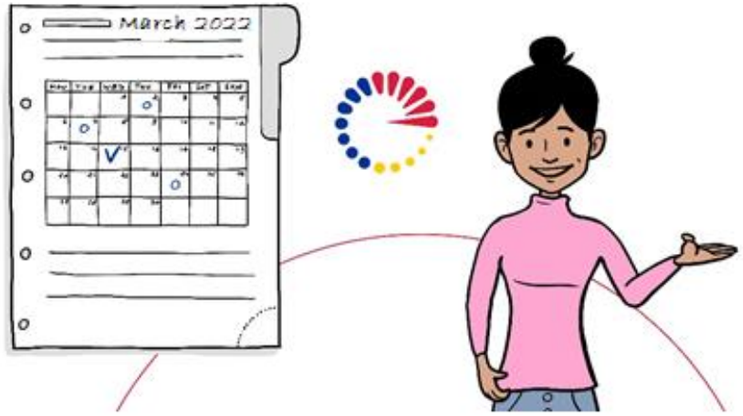
Is the Best University eligible as Marie's POLONEZ BIS Host Institution?

YES

NO

Not enough information

Is Mary eligible for POLONEZ BIS 2?



Marie moved to Poland on 20 May 2021 and she has been employed as a researcher at the Best Research University since then.

Marie has an excellent research idea and would like to apply for POLONEZ BIS 2. The call opened on 15 March and will close on 15 June 2022.

Is Mary eligible?

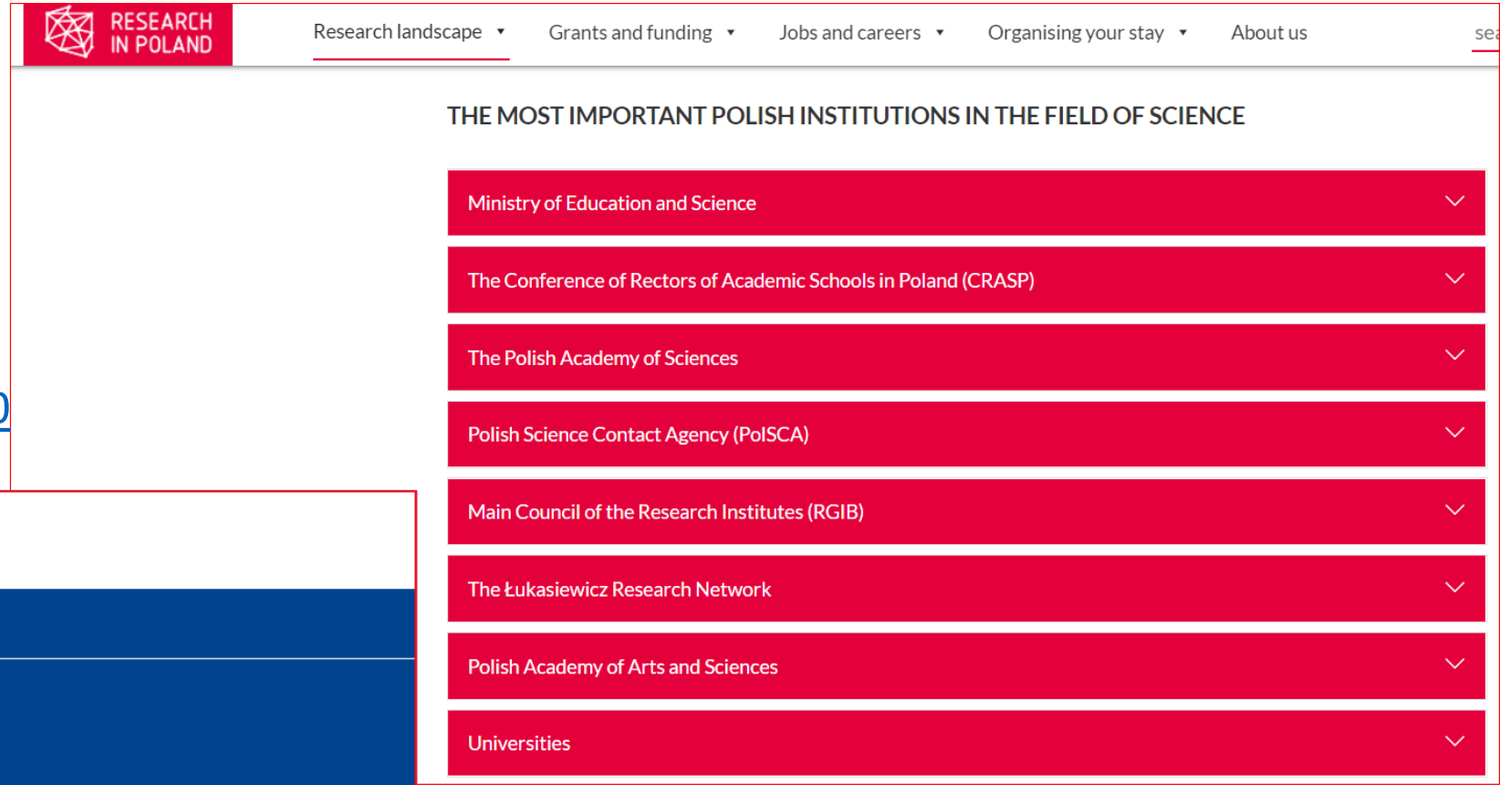
✓ Between 15 March 2019 and 14 March 2022 Marie spent 10 months working in Poland – she complies with the mobility requirement.

? If Mary can document the required experience, she can apply for POLONEZ BIS 2 but ….

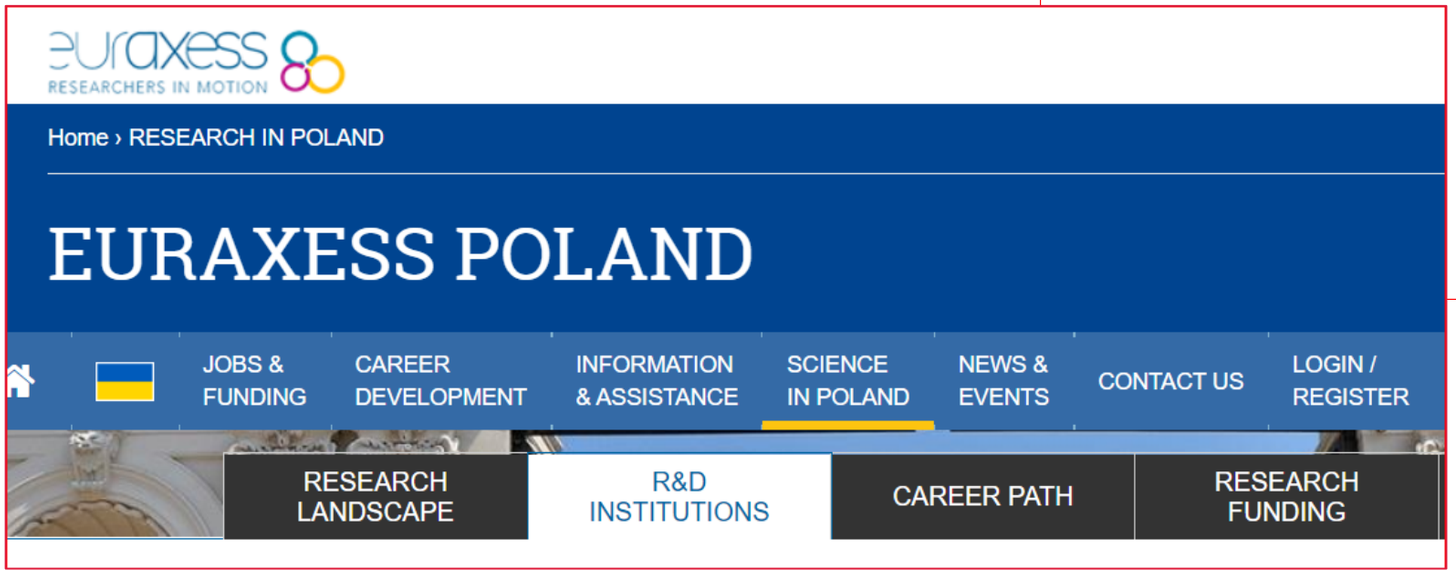
✗ … not with the Best University.

Finding the Host Institution

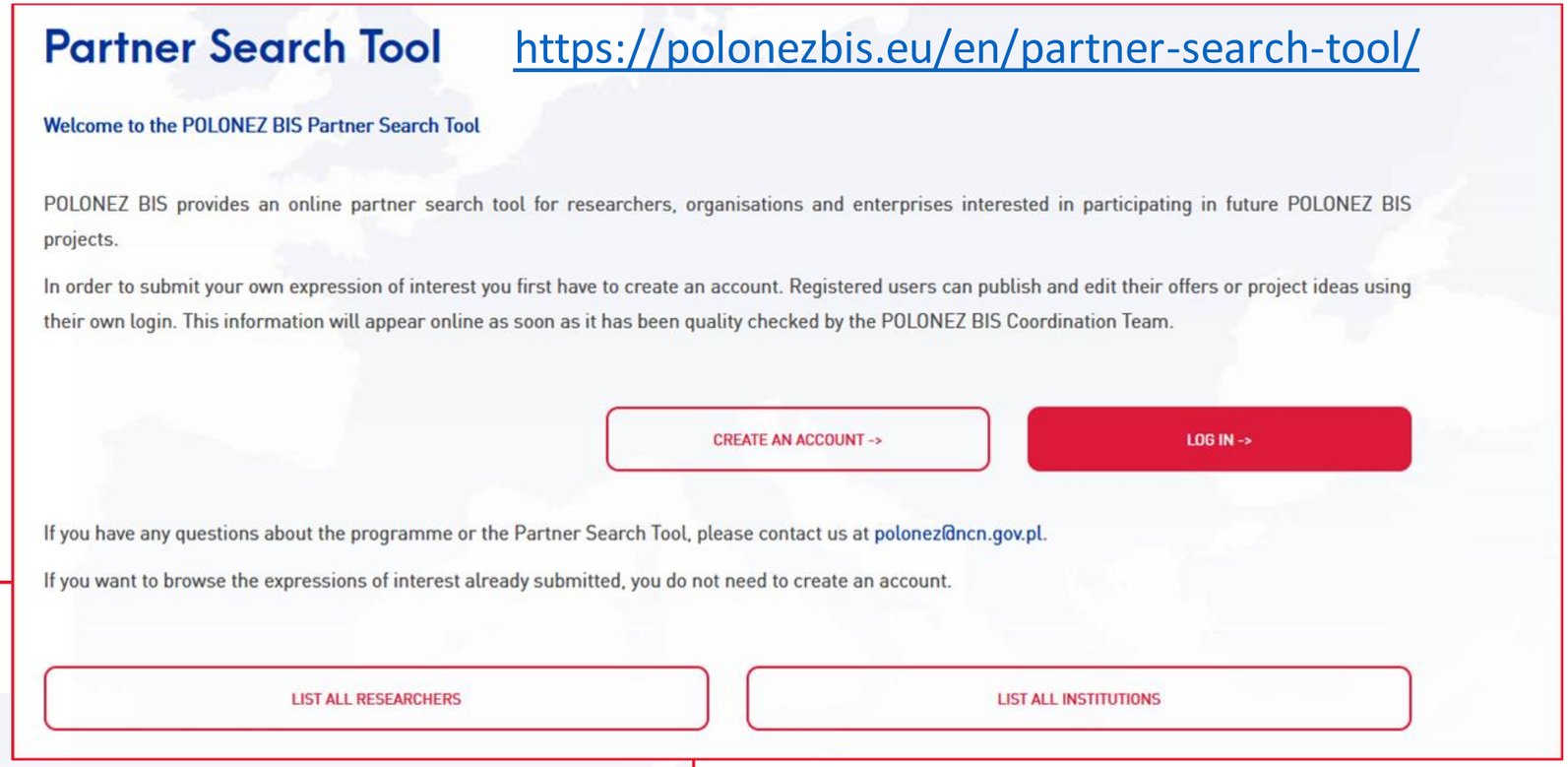
https://researchinpoland.org/key-figures/

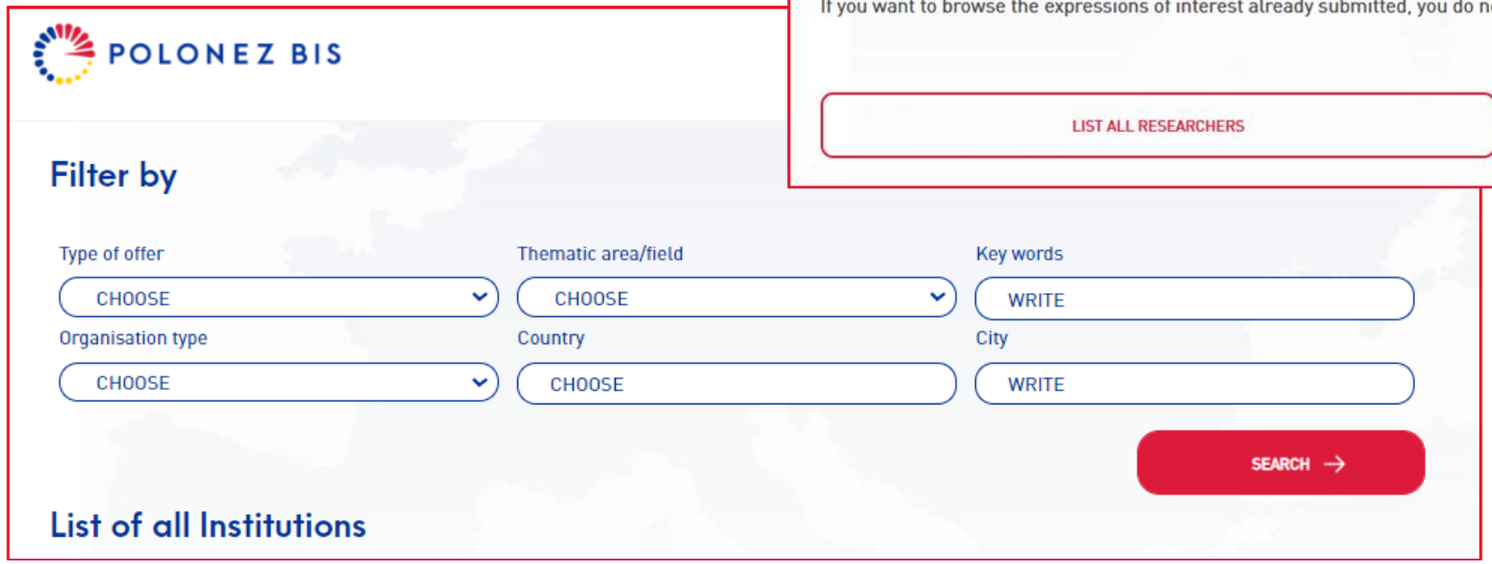


https://www.euraxess.pl/poland/research-poland-0



Finding the Host Institution





POLONEZ BIS Fellowship – proposal sections

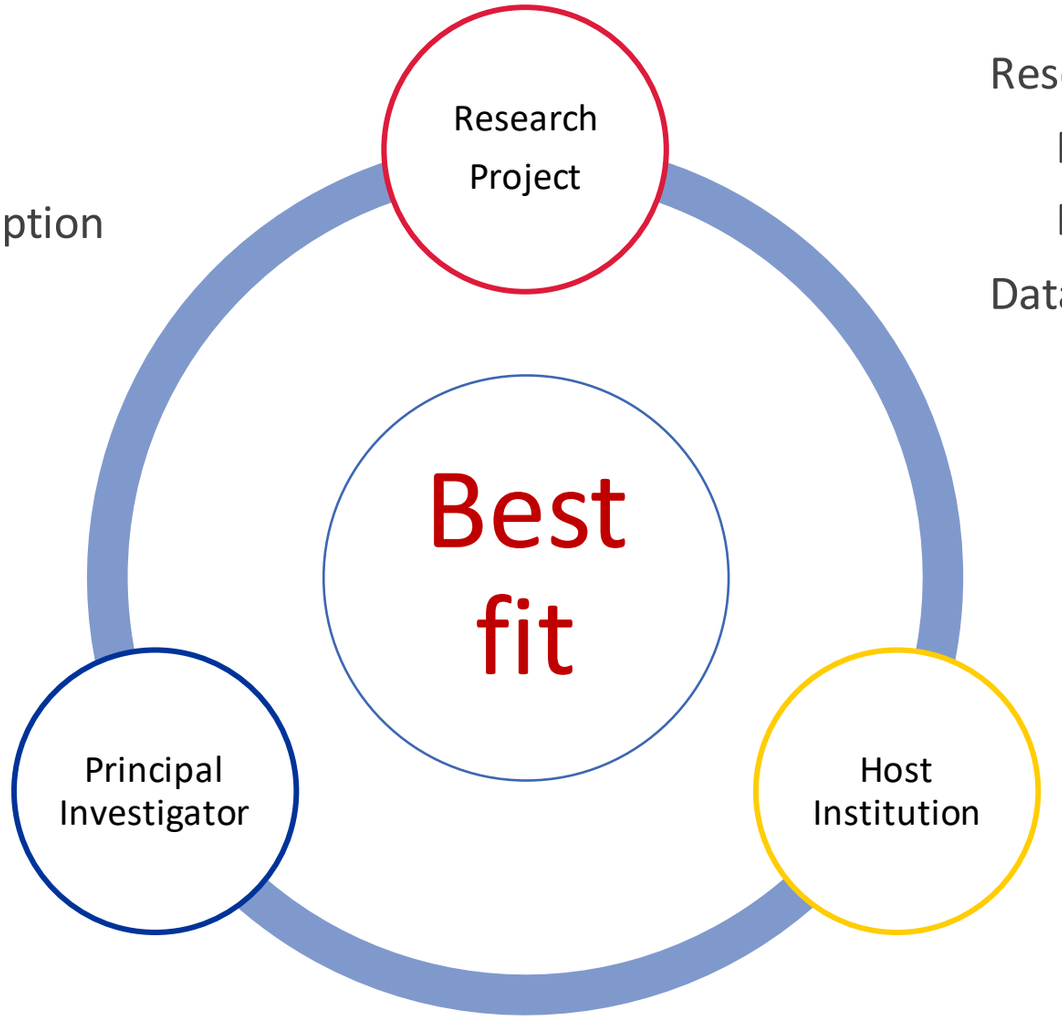
NCN Panels

Abstract

Short and detailed description

Research tasks

Ethics



Resources needed

- Research team (min. PI and Mentor)
- Budget

Data Management Plan

Eligibility

PI's research track record

Career Development Plan incl. dissemination plan (project impact)

Eligibility

Mentor's research track record

Host Institution Capacity Form

State Aid? (non-academic sector)

Career Development Plan – project impact

- assess where you (the PI) are now and where you would like to be by the end of your POLONEZ BIS project

- identify state of the art and determine knowledge and skills gap

Q1. PI's previous project experience and training
Q2. PI's intersectoral experience
Q3. PI's self-assessment of professional strengths and areas for development
4 sets of skills, knowledge and behaviours

For details see
Guide for Applicants
p. 17 ff

Area		not applicable / I don't know	I am not yet proficient in this area	I am partially proficient in this area	I am proficient in this area	I am highly proficient in this area	I am an expert in this area
Knowledge and intellectual abilities	Research methods and technical skills in PI's field – theoretical knowledge						
	Research methods and technical skills in PI's field – practical application						
	Managing data and resources						
	Statistical analysis						
	Interpretation of data						
	Creativity/innovative thinking						
Personal Effectiveness	Networking skills						
	Continuing professional development						
	Work–life balance						
	Stress management						
	Time management						

Career Development Plan – project impact

- Q4. define goals to address (some of) the knowledge and skills gaps (areas of professional development)
- Q5. analyse ways to share (some of) your expertise/strengths (transfer of knowledge)
- Q6. plan your intersectoral secondment - go out of your research bubble
- Q7. define long-term goals (*where do you see yourself in 5 years' time?*)
- Q8 & Q9. plan to reach others to tell them about your results – dissemination to other scientists, outreach activities for the general public

Discuss your Career Development Plan with the prospective Mentor – she/he should know what resources exist at the Host Institution to help you reach your goals

Host Institution Capacity Form

- opportunity to present such aspects of research environment which cannot be described in the Mentor's academic track record
- Host Institution's answer to PI's Career Development Plan

  Q1. - Q8. describe state of the art without repeating the information already given in other sections of the proposal

  Q9. - Q12. demonstrate that HI's specific resources have a strong potential to deliver the planned scientific outcomes and PI's professional development

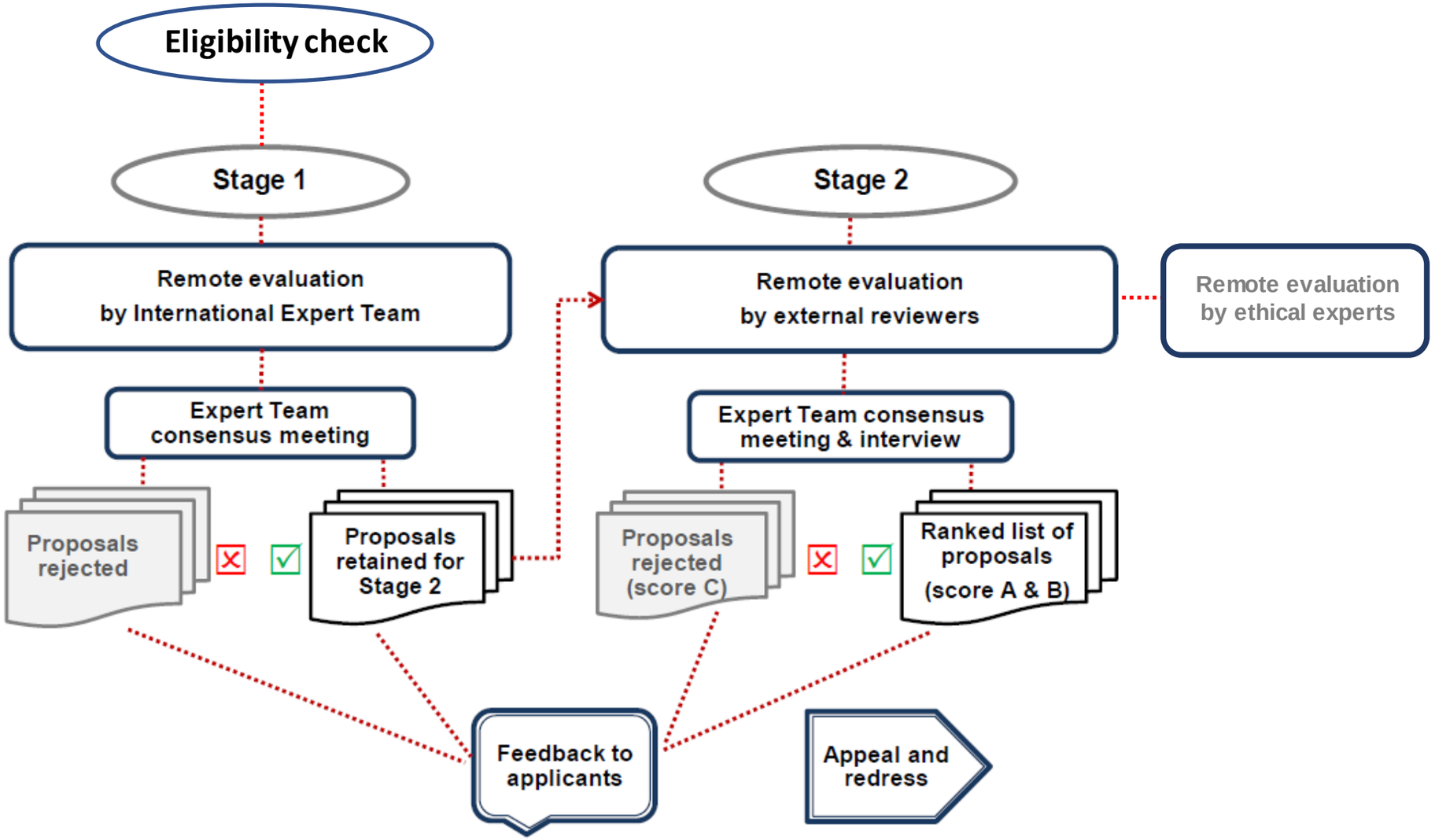
For details see Guide for Applicants p. 20

Technical points
— the completed HI Capacity Form cannot exceed 5 pages. In the final version, instructions in italics can be removed;
— Capacity Form must be signed by the authorised representative of the Host Institution, but like the short and detailed description of the project, it can be uploaded in the system after the proposal has been locked for signatures and can no longer be edited;
— a checklist of all documents to be uploaded in PDF is included on page 13 of the Guide for Applicants.

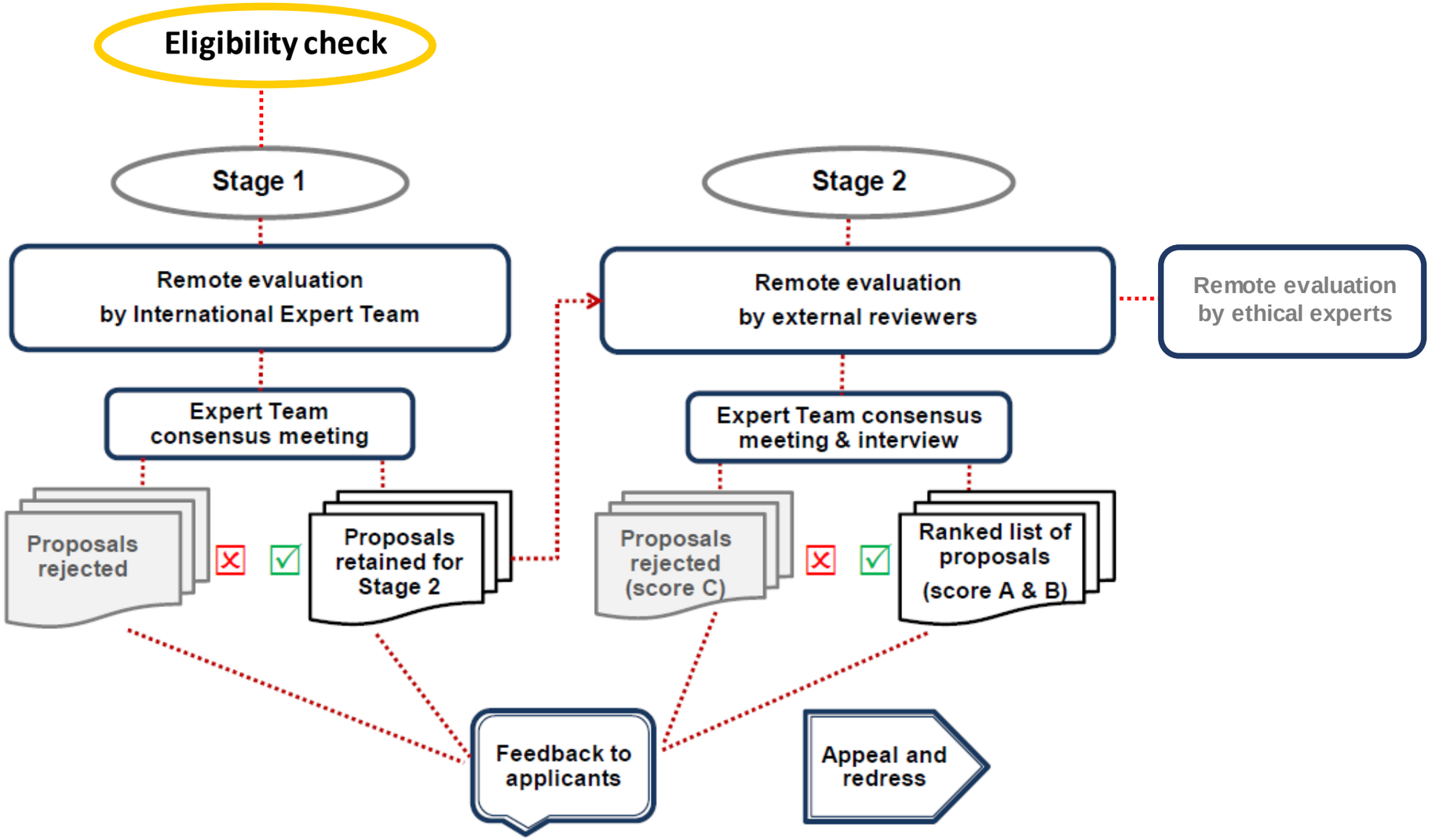
POLONEZ BIS

Proposal Evaluation Process

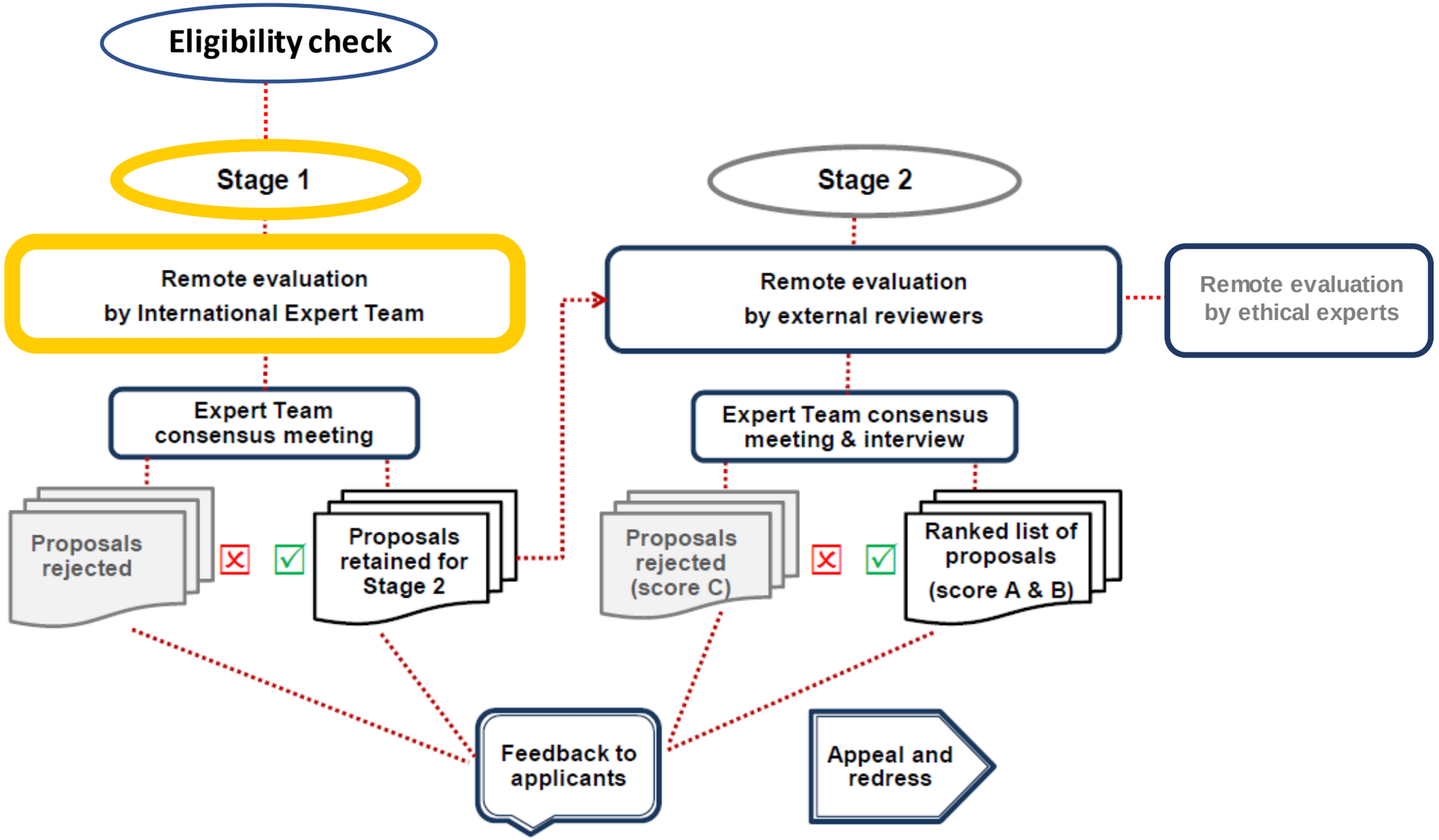
Proposal Evaluation Process



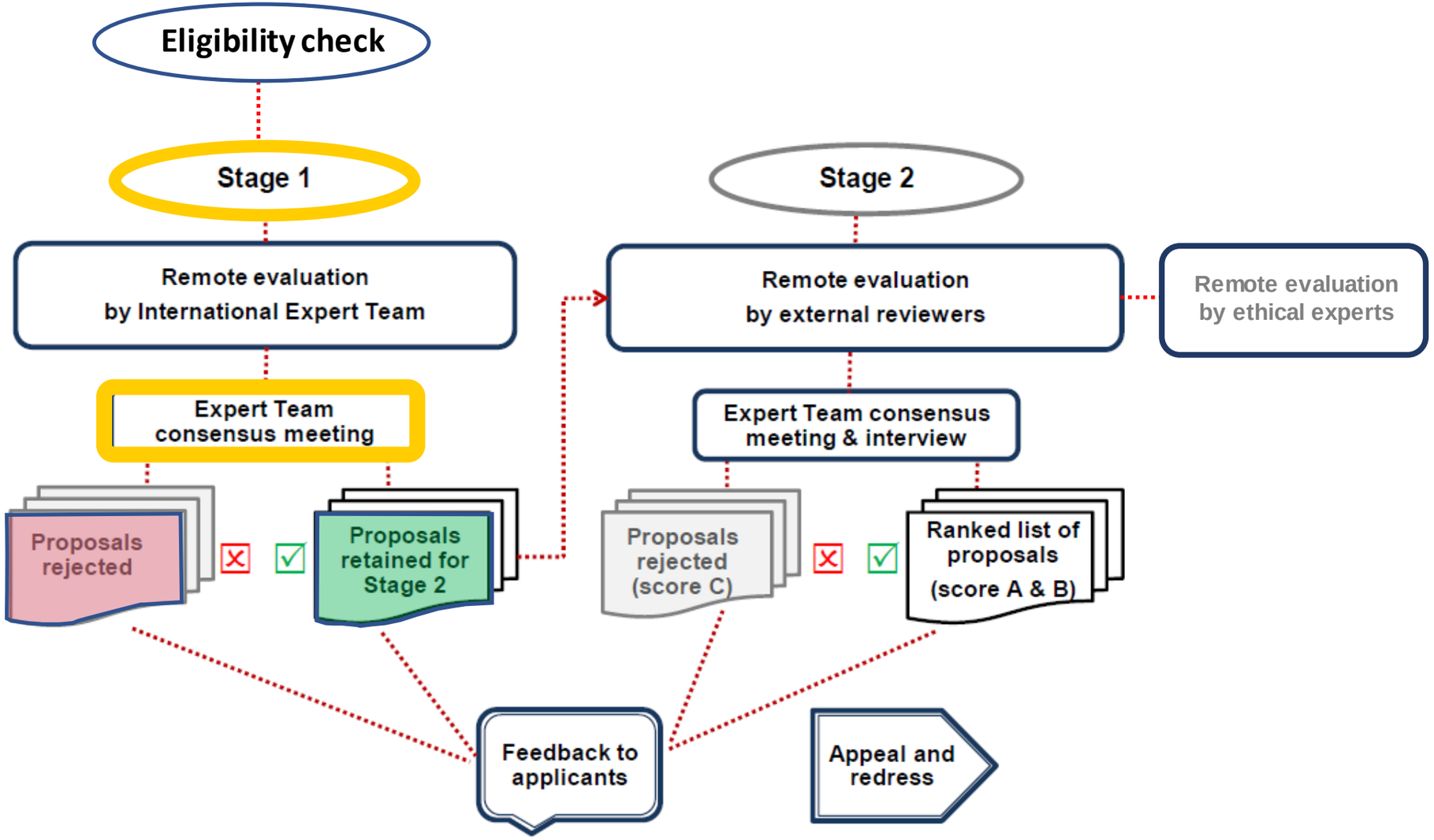
Proposal Evaluation Process



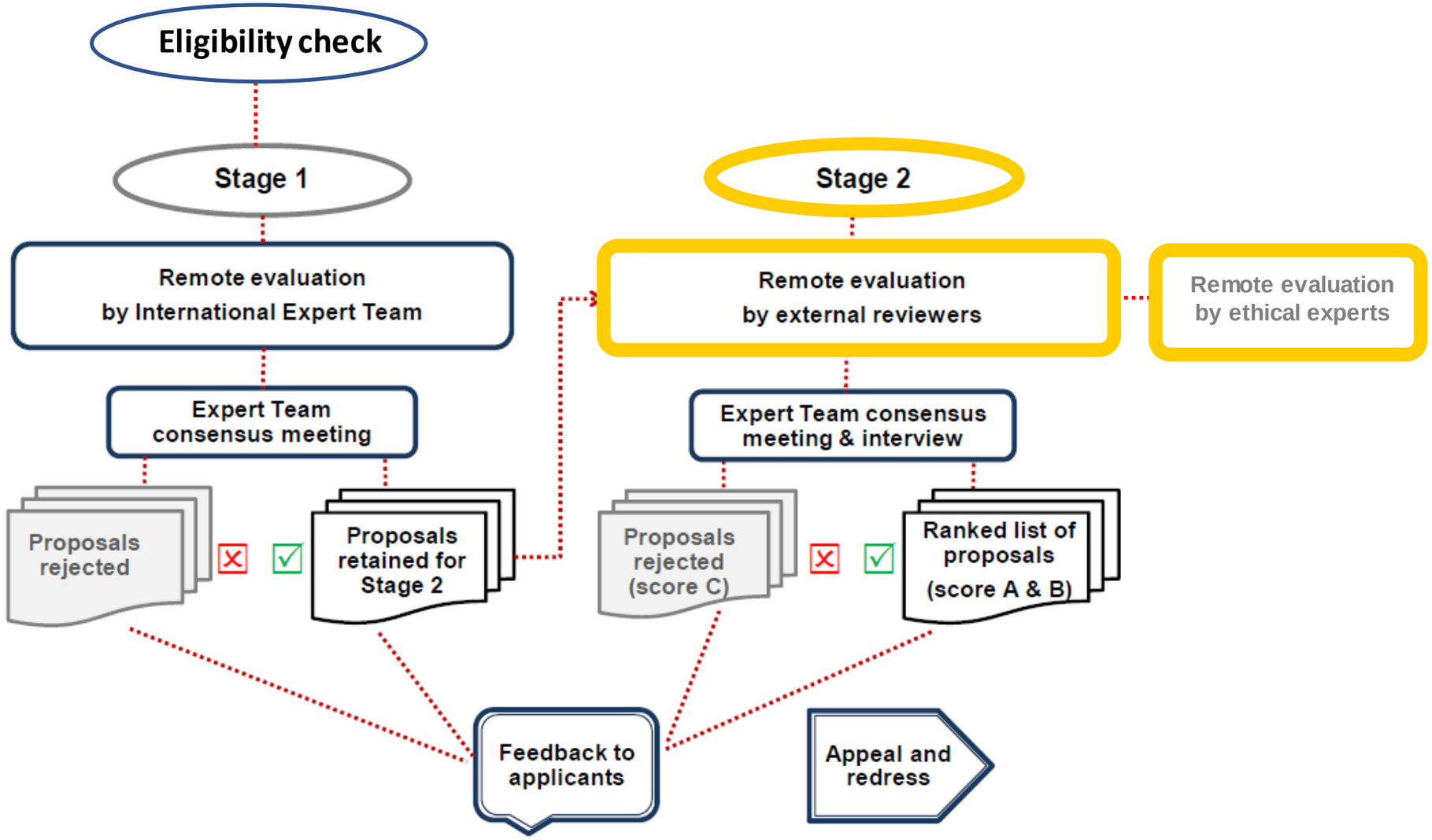
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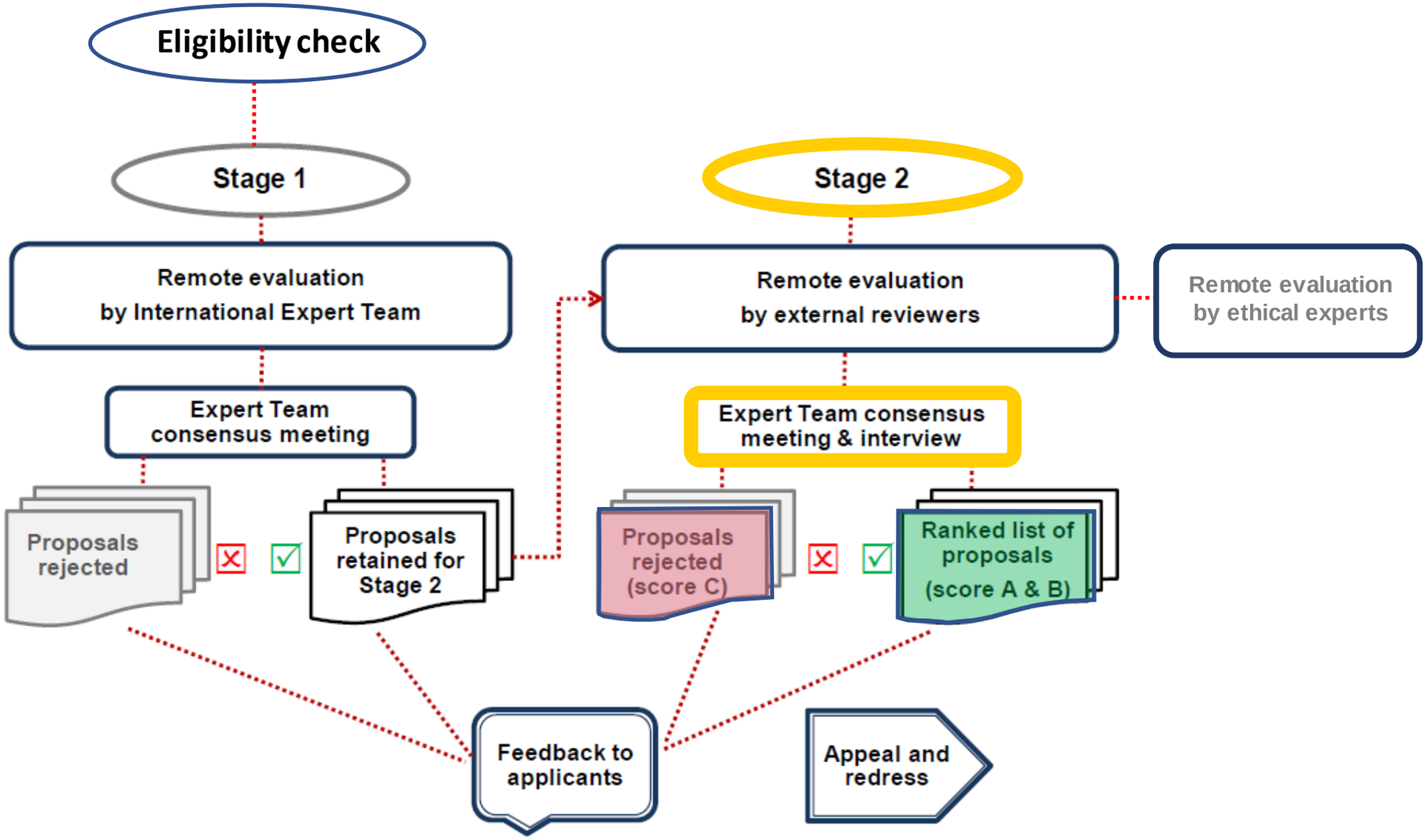
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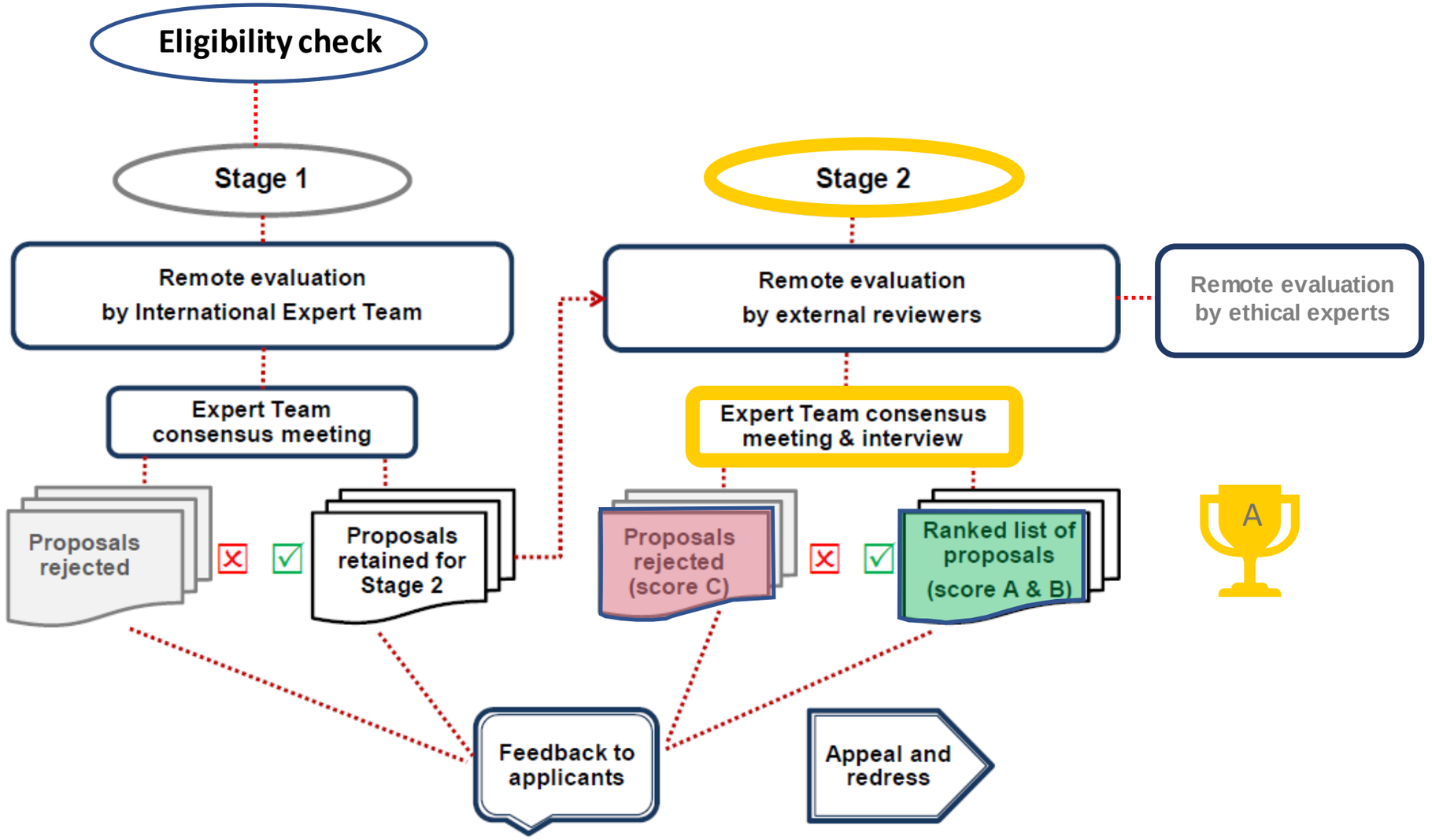
Proposal Evaluation Process



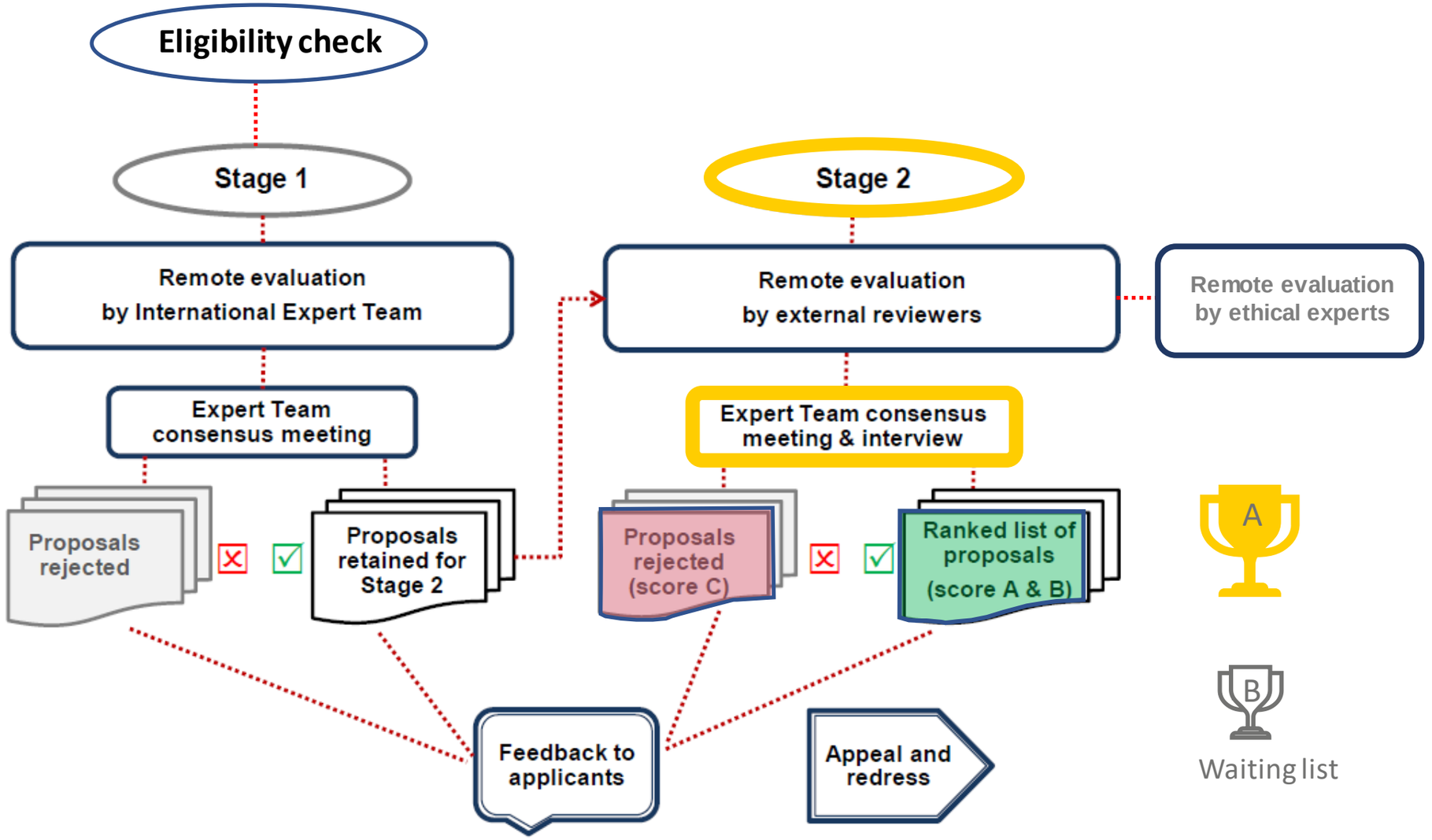
Proposal Evaluation Process



Proposal Evaluation Process



Proposal Evaluation Process



Proposal Evaluation Criteria

A. PROJECT ASSESSMENT

A1. SCIENTIFIC QUALITY OF THE RESEARCH PROJECT

- *Has the proposal been prepared in a reliable manner? Does the project meet the criteria of a scientific proposal? Does the project meet the criteria of basic research?*

- *Originality and innovative nature of the project, and relationship to the "state of the art" of research in the field, including any interdisciplinary and multidisciplinary aspects of the proposal,*

- *Relevance of the research methodology and work plan in relations to the scientific objectives of the project, including (if applicable) appropriate integration of sex and/or gender dimension in the project's content.*

Basic research *is defined as experimental or theoretical endeavours undertaken to gain new knowledge of the foundations of phenomena and observable facts, without any direct commercial use.*

Proposal Evaluation Criteria

A. PROJECT ASSESSMENT

A1. SCIENTIFIC QUALITY OF THE RESEARCH PROJECT

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- *Relevance of the research methodology and work plan in relations to the scientific objectives of the project, including (if applicable) appropriate integration of sex and/or gender dimension in the project's content.*

A2. SCIENTIFIC IMPACT OF THE RESEARCH PROJECT

The potential for substantial international impact on the research field, taking into account the specifics of the research field and the variety of forms of impact.

A.3. DISSEMINATION OF PROJECT OUTPUTS

- *The potential for high quality research publications and other research outputs, taking into account the specifics of the research field,*
- *Quality and scope of measures proposed to disseminate and exploit project results within research community and general public.*

Proposal Evaluation Criteria

B. QUALIFICATIONS AND SCIENTIFIC ACHIVEMENTS OF THE APPLICANT (PRINCIPAL INVESTIGATOR)

Has the academic and research track record been prepared in a reliable manner? Next, please assess qualifications and achievements of the applicant (principal investigator) in the past 10 years, taking into account the following: DORA recommendations, the stage of scientific career, career breaks, and the diverse range of research outputs evaluated from an international perspective, in particular:

- *important contribution to the field(s) or discipline(s),*
- *up to 10 most important publications from the academic and research track record, with up to 3 of them attached to the proposal as PDF files; for research in art, up to 10 most important artistic achievements and achievements in research in art from the academic and research track record,*
- *research performance and research outputs (publications, datasets, software, etc.) of previous grants,*
- *presentations to internationally established conferences, including invited talks,*
- *scientific or artistic prizes/awards or membership in well-regarded international organizations,*
- *international recognition,*
- *other research activities,*
- *other competences e.g. managerial, transnational or intersectoral experience.*

Proposal Evaluation Criteria

C. ASSESSMENT OF THE SUPERVISION AND THE HOST INSTITUTION

C1. QUALIFICATIONS AND ACHIEVEMENTS OF THE MENTOR

Has the academic and research track record been prepared in a reliable manner? Next, please assess qualifications and achievements of the mentor in the past 10 years, taking into account the following: DORA recommendations, the stage of scientific career, career breaks, and the diverse range of research outputs
evaluated from an international perspective, in particular:

- *important contribution to the field(s) or discipline(s),*
- *up to 10 most important publications from the academic and research track record; for research in art, up to 10 most important artistic achievements and achievements in research in art from the academic and research track record,*
- *research performance and research outputs (publications, datasets, software, etc.) of previous grants,*
- *presentations to internationally established conferences, including invited talks,*
- *scientific or artistic prizes/awards or membership in well-regarded international organizations,*
- *international recognition,*
- *other research activities,*
- ***experience in mentoring or supervising research.***

Proposal Evaluation Criteria

C. ASSESSMENT OF THE SUPERVISION AND THE HOST INSTITUTION

C2. EXCELLENCE AND APPROPRIATENESS OF THE HOST INSTITUTION



The academic rank of the Host Institution, including HR Excellence Research award,



Guality of the institutional environment: suitable and adequate facilities, equipment and other resources and opportunities for international networking,



Measures taken by the host institution for providing quantitative and qualitative mentoring and opportunities for integration of the applicant into the existing team/institution,



Mutual gain from transfer of knowledge and expertise between the host institution and the applicant.

Proposal Evaluation Criteria

D. POTENTIAL IMPACT OF THE PROJECT ON THE CAREER DEVELOPMENT OF THE APPLICANT (PRINCIPAL INVESTIGATOR)

- *Contribution to career development and (if applicable) re-establishment,*
- *potential for reaching or re-enforcing a position of professional maturity,*
- *impact of competencies acquired during the fellowship on the future career prospects of the applicant, in particular through exposure to transferable skills,*

Proposal Evaluation Criteria

SCORING: 1-5

The threshold mark: **70 %**

A1. SCIENTIFIC QUALITY OF THE RESEARCH PROJECT **(25%)**

A2. SCIENTIFIC IMPACT OF THE RESEARCH PROJECT **(10%)**

A.3. DISSEMINATION OF PROJECT OUTPUTS **(10%)**

B. QUALIFICATIONS AND SCIENTIFIC ACHIVEMENTS OF THE APPLICANT **(25%)**

C1. QUALIFICATIONS AND SCIENTIFIC ACHIEVEMENTS OF THE MENTOR **(10%)**

C2. EXCELLENCE AND APPROPRIATENESS OF THE HOST INSTI TUTION **(10%)**

D. POTENTIAL IMPACT OF THE PROJECT ON THE CAREER DEVELOPMENT OF THE APPLICANT **(10%)**

Proposal Evaluation Criteria

Other yes/no questions

- ❑ Are the costs to be incurred well justified with regards to the subject and scope of the research?
- ❑ Has the data management been duly planned?
- ❑ Have the ethics issues in research been appropriately addressed?
  - Does the proposal involve the use of the human embryonic stem cells (hESC)?
  - In the case of "yes", is the use of the hESC necessary to achieve the scientific objectives of the project?
- ❑ Does the project undertake interdisciplinary research?

Interdisciplinary proposals integrate information, data, techniques, tools, perspectives, concepts or theories from two or more groups of disciplines as defined in NCN panels.

Experts & Reviewers

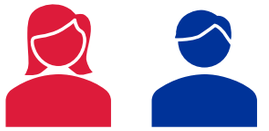
Three International Expert Panels:



Arts, Humanities and Social Sciences



Life Sciences



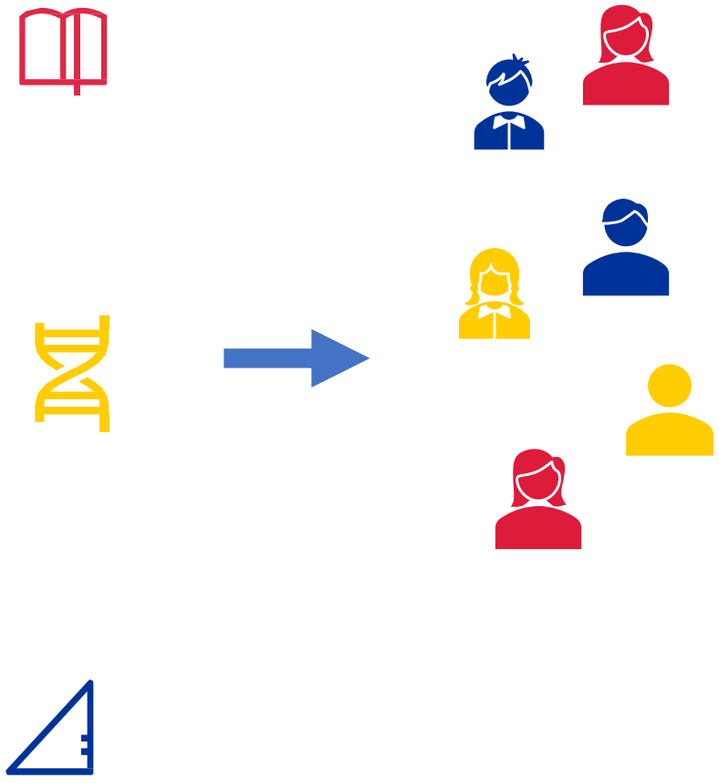
Physical Sciences and Engineering

Experts:

- experienced researchers (mainly from outside Poland) selected by the NCN Council,
- represent different disciplines, not necessarily specialists in the subjects of the proposals,
- prepare individual (Ist stage of the evaluation proces),
- select applications to IInd stage of the evaluation,
- select reviewers,
- conduct interviews with POLONEZ BIS candidates,
- recommend applications for funding, waiting list and preparing final justification for rejected projects
- act according to the Code of Ethics for Experts of the National Science Centre.

Experts & Reviewers

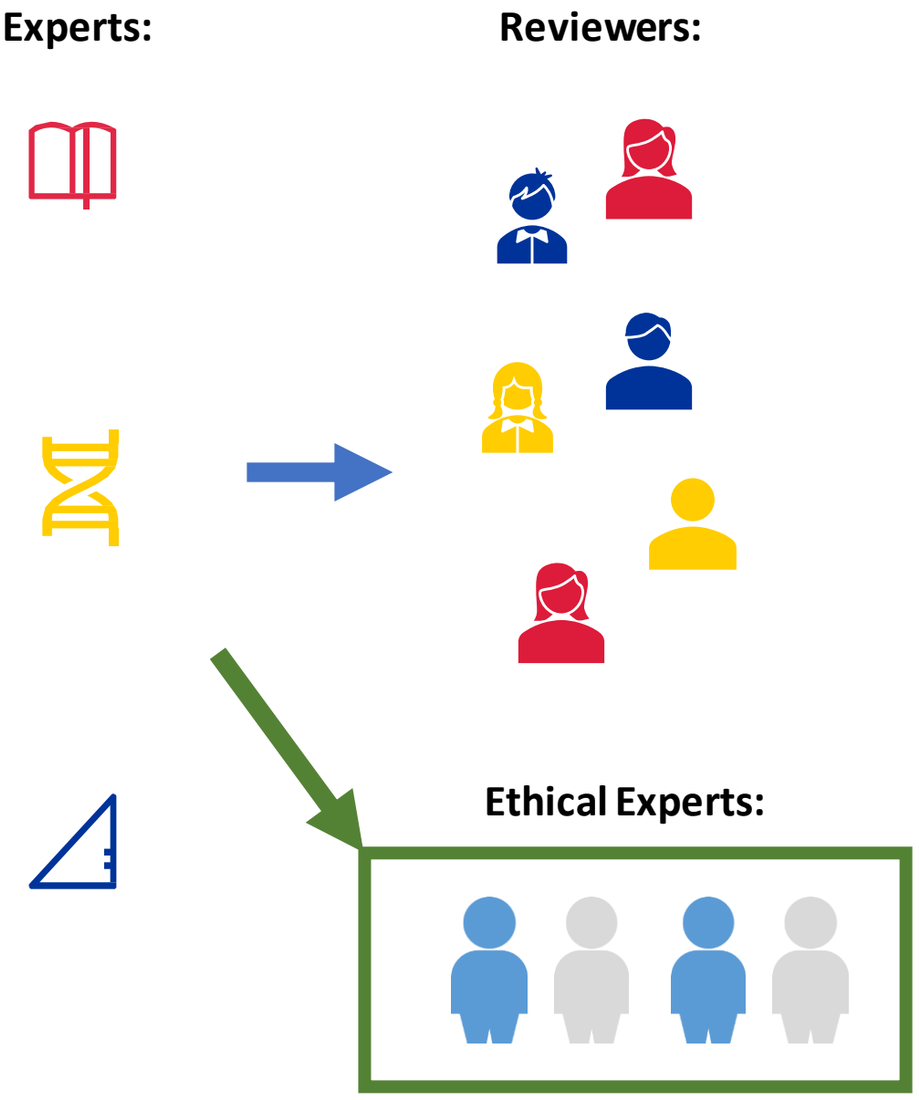
Experts:



Reviewers:

- selected by the Expert Team Members,
- specialists in the subjects of proposals,
- prepare individual assessments of applications (IInd stage of the evaluation proces),
- Not participate neither panel meetings nor interwievs with applicants,
- act according to the Code of Ethics for Experts of the National Science Centre

Experts & Reviewers



- selected by the NCN Council,
- evaluate ONLY ethics issues of proposals (IInd stage of the evaluation proces),
- conduct interviews with candidates,
- act according to the Code of Ethics for Experts of the National Science Centre.



Interview

- during the second stage of the assessment,
- remotely via telecommunications tools (in English),
- duration about 20-40 minutes (10 minutes presentation + 20 minutes discussion with Expert Team Members and Ethical Experts)
- time for applicant to answer critique points from the reviews
- planned for November 2022

Information about the date of the interview and reviews will be sent within 14 days in advance.



Results in POLONEZ BIS 2 call

- Ranking list will be published no later than in the first half of December 2022
- In the case of resignation from funding by candidates on the ranking list, applications on the waiting list will be funded
- Applications that do not receive funding in POLONEZ BIS 1 might be re-submitted in the next calls



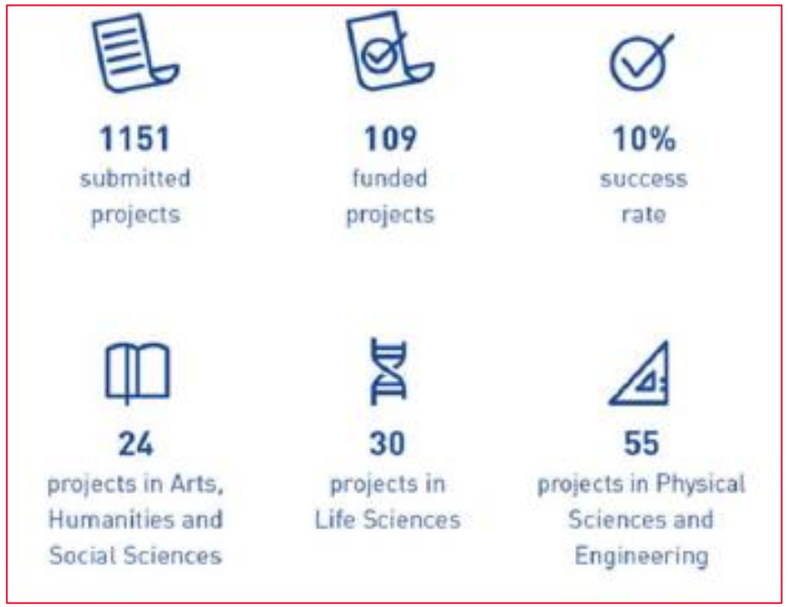
Q&A

The order of the questions is based on their subject matter and not the order in which they were asked during the webinar.

CALL – general questions

Q What is the usual acceptance rate?

A



Please note that the last POLONEZ call closed in December 2016 and the world has changed a lot during the last 6 years.

Q How many proposals were submitted to the first Call?

A 151 proposals were submitted to the POLONEZ BIS 1 Call.

CALL – general questions

Q Do you have any calls for international experts?

A NCN supports basic research by funding research projects carried out by individual researchers and research teams, both on the domestic and international level, as well as doctoral fellowships and post-doctoral internships. NCN has funding schemes dedicated to researchers at different stages of their career. Read more about NCN funding opportunities here.

Q For the better competition, can we get the sample application of a successful applicant?

A No, NCN cannot publish the entire proposals qualified for funding in its Calls. Together with a ranking list of proposals qualified for funding in a given Call, on the NCN website we publish basic information about successful proposals:

- project title, field panel and descriptors and keywords,
- name of the Host Institution and the PI,
- project funding term and amount of funding awarded,
- description of the project for the general public.

Information on funded projects is also available in the project database, which you can filter according to selected criteria.

In order to complete a POLONEZ BIS proposal please refer to the Call Announcement and the Call documents included therein, follow the Guide for Applicants and the Instructions on how to prepare and submit a POLONEZ BIS proposal in the OSF system.

PROPOSAL – general questions/technical issues

Q Is there any template for the project?

A The proposal template for the POLONEZ BIS 2 Call as well as the templates of the required supporting documents are available in the Call Announcement on the NCN website. The online proposal submission system (OSF) is open at https://osf.opi.org.pl/.

Q How many pages should the project description contain? Any recommendations?

A Applicants are required to provide two descriptions of the project: a short and a full description. The short description must be up to 5 pages, the full description must be up to 15 pages (the maximum number of characters or pages, as well as recommendations on formatting (margins, font type and size, interline) are displayed in each tab or textbox in the OSF system).

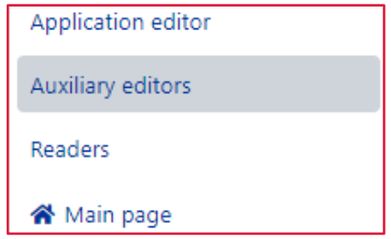
Q I have a question about start date: is it 1 March 2023 or 1 April 2023? For public university fellowship can start in March?

A There is a choice between these two dates at the proposal submission stage. But if you choose a Host Institution from outside the public sector (e.g a private company, business), for which POLONEZ BIS funding constitutes state aid, you cannot start the project earlier than the 1 April 2023. Detailed information on state aid can be found here.

PROPOSAL – general questions/technical issues

Q How to add my Mentor as a secondary editor to the applicant's profile (if needed)?

A To appoint an auxiliary editor to your proposal drafted in OSF system, scroll the page to the bottom left corner of the screen and click on the [*Auxiliary editors*] button.



Note: if the auxiliary editor is a registered OSF user (e.g. the Mentor) – ask for their OSF login (username). If you want to add a new person who has never worked in the system before, you will have to create their login (username) and password and e-mail them to the new auxiliary editor. You can revoke the roles of auxiliary editor at any time.

Q Who could be the authorized representative of the entity/Host Institution?

A It is a person authorised to make declarations on behalf of the entity/Host Institution. In the case of universities it is the Rector of the university, in the case of research institutes (e.g. institutes of the Polish Academy of Sciences), it is the Director of the institute. He/She may also authorise other person(s) to make declarations on behalf – if this is the case, the authorisation document should be uploaded to the proposal submitted via OSF system (merged with a document to be signed by the authorised representative of the entity/Host Institution – either with the *Host Institution Capacity Form* or with the entity's *Confirmation of the electronic submission of the proposal* (added as its last page).

PROPOSAL – similar research tasks

Q If the university already has some work related/prerequisite to the research project, will it be considered as similar research task?

A The proposal asks about similar research tasks in order to eliminate any double funding – tasks that are or were funded by the NCN or from other sources must not be submitted to the call.

In some cases, however, the study protocol may require some tasks to be repeated – it is best to consult specific cases with the mentor at the host institution and then list such tasks with the explanation why they need to be funded.

PROPOSAL – evaluation

Q Is the PI's publication record key factor for the proposal evaluation?

A One of the proposal evaluation criteria is QUALIFICATIONS AND ACHIEVEMENTS OF THE APPLICANT (PRINCIPAL INVESTIGATOR) which accounts for 25% of the entire assessment. Detailed information about the evaluation criteria.

The PI’s scientific achievements should include at least one research paper published or accepted for publication in the proposal submission year or over a period of 10 years prior to the proposal submission year.

In the case of research in the arts, the PI must have at least one paper published or accepted for publication or at least one artistic achievement or achievement in research in art completed. The proposal should include artistic work and/or achievements covering the period of the last 10 years before the proposal submission year.

In specific cases, the 10-year period can be extended.

PRINCIPAL INVESTIGATOR – eligibility: general questions

Q Is there any age limit?

A No, there is no age limit in the POLONEZ BIS 2 Call. The Call is addressed to researchers at any career stage regardless of age.

Q Is it necessary to be affiliated with a research institution/university?

A This question can be understood in many different ways. When one is writing/submitting a proposal, one does not have to be affiliated. There is a box in the proposal where you can check: “Not currently employed”.

When the PI is awarded funding from the POLONEZ BIS for the project implementation, the Host Institution has to sign a full-time employment contract with him/her and thus he/she becomes affiliated with the Host Institution.

Q Will you consider an application from a Russian scientist, who condemns the regime/needs to flee?

A We will consider a POLONEZ BIS proposal from a Russian scientist at this point. So far neither the European Commission, nor the NCN have issued any recommendations against individual researchers.

Q Does possession of „Karta Polaka” change anything concerning application, decision of funding etc.?

A No, it does not change anything.

PRINCIPAL INVESTIGATOR – eligibility: other projects

Q Is one eligible to apply if Horizon Europe MSCA Individual Fellowship 2021 was rejected (below threshold)?

A Yes, you can apply.

Q Could the same project be sent to POLONEZ BIS and to MSCA fellowship calls? Can one apply for both MSCA and POLONEZ BIS at the same time with different mentors? If one is supported, will the second be automatically cancelled? Suppose, someone applies for POLONEZ BIS and MSCA with the same proposal, is there any higher preference for acceptance of the MSCA proposal?

A Yes, it is possible to apply to both calls at the same time, but double funding is forbidden. You can only sign one funding agreement at the end of the evaluation process. If both proposals get funded you will have to choose which one you will carry out, there will be no automatic rejection. It is not possible to choose a priority between the calls at the proposal submission stage. Applying to another funder at the same time will not affect the evaluation of your POLONEZ BIS proposal.

When completing your POLONEZ BIS proposal in the electronic submission system (OSF), please list the potential funding sources other than NCN that you apply for in the “Similar Research Tasks” section.

In the proposal, there is also the “Administrative declarations” section in which the PI and the Host Institution declare that they will not accept double funding of the research tasks specified in the POLONEZ BIS proposal. The NCN should be notified in case of acceptance of another funding offer.

PRINCIPAL INVESTIGATOR – eligibility: other projects

Q One cannot apply to POLONEZ BIS 2 Call and simultaneously to another NCN call published in March, e.g. OPUS. Moreover, a POLONEZ BIS proposal cannot be submitted if there is another NCN proposal still under review. Will this restriction apply for the next NCN calls? If I apply for POLONEZ BIS, will I be eligible to apply for SONATA BIS (deadline in September)?

A Each call has separate documents and requirements/restrictions – it is best to confirm your eligibility against the specific call documents when they are published. POLONEZ BIS 3 (call opening 15 September 2022) will maintain the following restrictions:

1) that only one proposal can be submitted by the PI in answer to any of the calls launched on the same date and
2) that you cannot submit a POLONEZ BIS proposal if another proposal submitted to NCN is under evaluation or under appeal or a funding decision thereto was issued and remains in legal force.

The regulations of SONATA BIS 12 Call will be published in June 2022 and will specify if you can apply for SONATA BIS while a POLONEZ BIS 2 proposal is still under evaluation.

Please note that if you apply for SONATA BIS 12 with the deadline in September 2022, your SONATA BIS proposal will still be under evaluation in December 2022, which will make you ineligible to apply for POLONEZ BIS 3.

PRINCIPAL INVESTIGATOR – eligibility: sabbatical leave

Q Is it possible to keep a valid contract with current employer while working on the grant, e.g. by taking unpaid leave from the current job for 2 years? Is it possible to apply, if one is employed but can take leave and no payment from the employer?

A Yes, you may apply if you are currently employed abroad and, when you are awarded funding for the POLONEZ BIS project, take the unpaid sabbatical at the home institution abroad to move to Poland for 2 years of the project implementation.

PRINCIPAL INVESTIGATOR – eligibility criteria: experience

Q Are professional degrees (considered as equivalent to Degree in the PI's country) considered as educational qualification?

A That depends on the degree in question. For example, in the context of Marie Skłodowska-Curie actions, Medical Doctor (MD) studies are not considered as equivalent to PhD studies. So for MDs, the requirement of 4 years of full-time research experience applies. If the MD programme was part time, the supporting documents will have to demonstrate 8 years of research experience.

Please note that each applicant is solely responsible for determining their eligibility. You can apply in the POLONEZ BIS 2 call:

- **with PhD degree** – in this case, at the stage of proposal submission, you must provide a scan of the PhD diploma together with its translation into English or Polish (if the language of the original is neither English nor Polish);

or

- **without PhD degree, if you have at least 4 years of documented full-time research experience** – this could be a doctoral programme, work done on a research project etc. Scans of supporting documents confirming such experience have to be uploaded to the electronic submission system. If the supporting document was issued in a language different from English or Polish, provide its translation to English or Polish as well.

PRINCIPAL INVESTIGATOR – eligibility criteria: experience

Q May a senior researcher (the Head of Department, Professor in his/her home country) apply? Are there special expectations for such application?

A There are no restrictions on the applicant's career stage. Applicants are required to hold a PhD degree or at least 4 years of full-time, documented research experience. One of the proposal evaluation criteria is the potential impact of the project on the career development of the applicant. In the case of a researcher with a well-established position in the scientific community, justifying the potential impact of the project on further development of his/her career may be more challenging than in case of a researcher who has just defended his/her PhD. On the other hand, a researcher with greater experience has a chance to balance this situation in another proposal evaluation criterion, concerning mutual gain from transfer of knowledge and expertise between the host institution and the applicant. When preparing a POLONEZ BIS proposal, all the above aspects should be taken into account accordingly to the applicant's profile.

PRINCIPAL INVESTIGATOR – eligibility criteria: experience

Q I have already submited my PhD dissertation at Uni Bonn, my defence will take place at the end of June, can I still apply?

A This means that by the POLONEZ BIS 2 Call deadline (15 June 2022) you will not be a PhD holder and therefore cannot apply as such in this Call (option a on slide 11). However, you may still apply if you have the equivalent of 4 years of documented full-time research experience (option b on slide 11).

Q I got my PhD degree in 2017. Am I eligible to apply in POLONEZ BIS?

A Yes, you meet the research experience requirement (option a on slide 11) to apply in POLONEZ BIS.

Q Is part-time PhD (PhD done along with full-time work) valid?

A Applicants have to upload a copy of their PhD diploma in the electronic submission system. After the PhD was awarded, it does not matter whether the doctoral programme was part-time or full-time.

PRINCIPAL INVESTIGATOR – eligibility criteria: experience (non-academic)

Q Where could we update the industrial skills, if the PI is an applicant who has moved from industry to academia? Is industrial experience not valid/considered?

A The Academic Track Record section has open text boxes for your professional CV, major achievements etc. The instructions focus on the academic angle, but you can enter all relevant information about your career there. Also, time spent outside of the academia within the last 10 years (2012-2021) counts as a legitimate career break – make sure to declare it in the career break section. Last but not least, check the relevant boxes in question 3 of the Career Development Plan.

PRINCIPAL INVESTIGATOR – eligibility criteria: experience (supporting documents)

Q Is presenting a PhD diploma mandatory at the proposal submission stage?

A If you choose to submit your proposal as a PhD holder (option a on slide 11), it is mandatory to upload your PhD diploma to the proposal.

Q Will the electronic version of the degree be enough?

A Yes, we accept PDFs of the PhD diplomas issued as an electronically signed/certified documents, as well as scans of traditional documents.

Q Do PhD diplomas need nostrification? Or is just the sworn translation and the Hague apostille sufficient?

A In order to submit a proposal in the POLONEZ BIS call, NCN does not require nostrification of the PhD diploma. However, it should be noted that if the regulations indicate that the diploma should be nostrified, then in the case that the proposal gets funded, nostrification will most likely be necessary for the researcher to be employed at the Host Institution.
If the original PhD diploma was not issued in English or Polish, upload the original and a translation into English or Polish to the proposal submitted via OSF system (a sworn/certified translation is not required).

PRINCIPAL INVESTIGATOR – eligibility criteria: experience (supporting documents)

Q Is provisional PhD certificate sufficient at the time of application for people who have defended the thesis?

Q I have a Provisional Degree Certificate of PhD. The PhD diploma is yet to be received. Can I upload the Provisional Degree Certificate of PhD?

A NCN cannot recognize, as equivalent to a PhD diploma, certificates confirming only the completion of PhD studies (e.g. Provisional certificate of PhD studies completion), nor confirmations of defending a PhD thesis/dissertation at a "viva voce" examination - if for some reason the process of issuing a proper diploma was suspended or delayed, but the person waiting for the diploma is already entitled to use the PhD title, we can accept a written confirmation of this state by the entity awarding the PhD degree.

PRINCIPAL INVESTIGATOR – eligibility criteria: mobility

Q I am doing my full-time PhD programme abroad, I am resident and tax resident there. But I spend much/most time in Poland. Am I eligible or do I break the residence requirement?

A The researcher shall be considered ineligible if he/she has been employed or studied in Poland for more than 12 months in total in the 3 years immediately before the date of the call launch (15 March 2022). If the mobility rule could not be fulfilled as a consequence of the COVID-19 related travel restrictions we will refer to the European Research Executive Agency on the case-by case basis as explained on the official Horizon 2020 FAQ page, FAQ ID 13246: „In line with its efforts to support MSCA beneficiaries and researchers in this force majeure situations, REA will consider adopting a flexible approach whenever possible, based on a case-by-case analysis." Whenever any doubts arise during the proposal eligibility check, applicants may be requested to provide additional information and/or explanations to further clarify their mobility situation.

PRINCIPAL INVESTIGATOR – eligibility criteria: mobility (supporting documents)

Q How would it be determined how much time I have spent in Poland in the 3 years prior to the Call announcement?

A It is necessary to determine where the PI has legally resided and/or carried out his/her main activity (employment, studies, etc.) during the last three years up until the opening of the call for proposals. In order to comply with the mobility requirement the entire period between 15 March 2019 and 14 March 2022 should be mapped on the Compliance with the eligibility criteria form. You should also provide scans of documents confirming each stay in countries listed in the form, e.g. a work contract, a study certificate, proof of payment of tuition fees, a residence permit, flat rental contracts, utility bills in PI's name, insurance contracts, tax declarations etc.

Q I live in the UK, is the settlement status certificate enough to confirm that I did not live in Poland in the past 3 years?

A The certificate of the settlement status outside of Poland might be enough, but it has to indicate relevant period of time.

PRINCIPAL INVESTIGATOR – eligibility criteria: mobility (supporting documents)

Q I was unemployed from 2019-03-15 to 2019-12-11 and was in home country. What document(s) should I upload (to the proposal)?

A You may upload i.a. a flat rental contract, residence permit, utility bills, insurance fees payments, tax declarations etc. Basically, you should describe each stay between 2019-03-15 and 2022-03-14, be it at home country or elsewhere, in the table to part 1 of the *Compliance with the eligibility criteria* form and attach any documents supporting these stays (one document is enough for each stay listed). The supporting documents must be in your name, translation is not required, but relevant dates should be clearly indicated (especially in the case of hand-written documents or documents which do not use Arabic numbers).

Q Is the stamp in the passport on crossing the Polish border after the war started in Ukraine enough proof of non-residing in Poland for 12 months?

A In the given example a stamp in the passport will not be enough, because it does not show where the applicant has resided in the previous 3 years.

HOST INSTITUTION – general questions/choice of the HI

Q Is there anyone to collaborate on exercise physiology?

A The National Science Centre does not directly participate in finding Host Institutions and Mentors for research projects. However, we have created a Partner Search Tool (PST) where both researchers and institutions interested in POLONEZ BIS programme may submit their offers and, hopefully, establish a collaboration and jointly submit a POLONEZ BIS proposal – PST can be accessed via the following link: https://polonezbis.eu/en/partner-search-tool/.

In order to find out more about Polish research landscape and R&D institutions, please visit the following websites:
EURAXESS POLAND https://www.euraxess.pl/poland/research-poland-0
National Agency for Academic Exchange NAWA https://researchinpoland.org/key-figures/

Q Is the Host Institution a university or a faculty? In other words, if I obtained PhD from faculty A, can I carry out my project in the same institution but at faculty B (without fulfilling the 3-year rule)?

A The Host Institution is a university. The PhD diploma is issued by the university, not a faculty. So in the case mentioned above, you cannot carry out your project in a different faculty at the same institution. If, since the PhD award, you have not completed a documented post-doctoral fellowship(s) outside Poland, lasting a total of at least 3 years, including at least one fellowship lasting an uninterrupted period of 12 months, the university that awarded you PhD is not eligible as your your Host Institution.

HOST INSTITUTION – eligibility

Q Is the Host Institution not eligible if I plan to have short contract on preparing research paper?

Q If the Applicant was previously employed as a post-doc in a scientific team at a specific Polish university for less than a year, can the Applicant apply presenting the aforementioned university as his/her Host Institution?

A It depends on the type of the contract. The Host Institution will be considered ineligible if it employed the Applicant within 3 years before the proposal submission deadline (15 June 2022). However, in POLONEZ BIS employment is always understood as employment contract under the Polish Labour Law (umowa o pracę). The civil law contract of mandate or a contract to perform a specified task do not count as employment. In case there was an employment contract under the Polish Labour Law the Applicant can still apply, but with another Host Institution in Poland.

Q If the Host Institution is the same institution that granted my PhD, I must show 36 months of post-doctoral fellowships outside Poland. How is a "post-doctoral fellowship" defined? Some position names do not include the word "post-doctoral". Would they be counted if a PhD is required for these positions?

A The post-doc experience should be confirmed by relevant documents, e.g. a letter signed by a representative of the institution where post-doc work was carried out or by the PI employing the Applicant in his/her research team. The supporting document should state that the PhD title was required for this position.

HOST INSTITUTION – eligibility

Q In the mobility rule it is not specified if an Applicant can already start the work in the Host Institution before the deadline of the call. Can such person be still eligible to apply?

A No, the Host Institutions will be considered ineligible if they employed the Applicant within 3 years before the proposal submission deadline (15 June 2022). In POLONEZ BIS programme employment shall always mean employment pursuant to the Polish Labour Law under an employment contract (*umowa o pracę*), regardless of the working time. If other criteria are met, the applicant is eligible to apply at another institution. The exception applies only for refugees who fled Ukraine (see more on slide 15).

Q Can a PI apply with two Host Institutions, one of which is the institution that already employed the researcher (less than 6 months)?

A No, there can only be one entity as a Host Institution. An institution shall be considered ineligible if it employed the Applicant (under an employment contract (*umowa o pracę*) pursuant to the Polish Labour Law) within 3 years before the proposal submission deadline (15 June 2022).

HOST INSTITUTION – eligibility

Q What should the Host Institution do to participate in the application?

A At the proposal submission stage, the Host Institution must check if it complies with the eligibility criteria. All legal entities with a registered office in Poland are eligible as POLONEZ BIS Host Institution, regardless of the sector they represent (§4-§5 of Annex to Resolution No. 44/2022 of 7 April 2022 Chapter II).

A Host Institution shall be considered ineligible if:

a) it granted the PI the PhD degree, unless since the PhD award the PI completed a documented post-doctoral fellowship(s) outside Poland, lasting a total of at least 3 years, including at least one post-doctoral fellowship lasting an uninterrupted period of 12 months,

b) it has employed the PI within 3 years before the proposal submission deadline (15 June 2022). This excludes the period of applicant's employment in the host institution beginning on or after 24 February 2022 if the applicant arrived in Poland on or after 24 February 2022 as a result of the military aggression of Russia against Ukrain,

c) it constitutes a group of entities,

d) it is under receivership, in liquidation or subject to bankruptcy proceedings.

At the proposal submission stage, the Host Institution must also complete the Host Institution Capacity Form (Annex No. 2 to NCN Council Resolution No. 44/2022) and employ the Mentor on the date of the call launch.

HOST INSTITUTION – state aid

Q What is state aid? What Host Institutions are eligible? Is it mandatory to apply for state aid?

A If the Applicant chooses an enterprise as his/her Host Institution, the funding of the POLONEZ BIS project by the National Science Centre may constitute State aid for the Host Institution. State aid will be granted under conditions regulated by the Regulation of the Minister of Science and Higher Education of 9 September 2015 on the terms and mode for granting State aid via the National Science Centre (Journal of Laws of 2015, item 1381 as amended). Any Host Institution is required to determine whether NCN funding would constitute State aid in its particular case. When filling in the proposal form in the OSF system, all applicants will be asked the following question in the "STATE AID" section: "Will the funding constitute State aid?". To answer it, the Host Institution must first study the "State Aid Rules" linked in this section. If the answer is positive, the entity will be applying for State aid.

Detailed information can be found on NCN website in the State aid section: https://www.ncn.gov.pl/en/finansowanie-nauki/pomoc-publiczna.

BUDGET – research team

Q Is the salary for the PI and the Mentor fixed?

A The **PI's salary** is fixed (based on the monthly lump sums). The amounts are presented in the Guide for Applicants and in the Call announcement. They cannot be changed. The PI shall be employed pursuant to a full-time employment contract with the monthly salary composed of the following elements:

a) € 2,740 living allowance (ca. PLN 11 923 gross) – paid to all the PIs,

b) € 1,725 mobility allowance (ca. PLN 7 506 gross) – paid to all the PIs,

c) € 300 family allowance (ca. PLN 1 306 gross) – paid only to the PIs whose spouse/partner and/or child/children relocate with them to Poland for at least 3 months during the project funding term,

d) € 200 special needs allowance (ca. PLN 871 gross) – paid only to the PIs who have long-term physical, mental, intellectual or sensory impairments (as defined in Article 1 of the UN Convention on the Rights of Persons with Disabilities).

When completing your proposal, there will be Yes/No questions about a declaration of family allowance and of special needs allowance. The living allowance and the mobility allowance amount will be automatically prefilled in the proposal. You cannot claim less.

When it comes to the **Mentor's salary**, it is the additional salary – no more than PLN 2 000 gross per month. But can be planned less. The Mentor may also not want to be paid for mentoring.

BUDGET – research team

Q How can we calculate net salary (after taxes)?

A The living allowance and the mobility allowance are paid to all the POLONEZ BIS PIs. The other two monthly salary components depend on the PI's declarations in their proposal. Therefore, the example below shows the net salary calculated on the basis of these two fixed components only:

The living and mobility allowance: ca. PLN 19 429 gross.

The net salary (after deduction of taxes, full health and social security coverage and other statutory costs) will be approx. PLN 12 873.

The above net salary is about three times higher than the average salary in Poland in 2022.

Please be aware that tax law provisions are changing, so it is difficult to give a definite answer to this question.

BUDGET – research team

Q Can I hire PhD student by this fund if I don't have "habilitacja"?

A Yes. There is no requirement for the PI to have "habilitacja". The Call is open to applicants with PhD degree or equivalent research experience, regardless of their age, gender or nationality – all applicants can include PhD students in their research teams.

Q Do we have to supply the information about a master/PhD student who could be a part of the research group at the time of application?

A A scholarship grantee/Student/PhD student position must remain anonymous in the proposal. When completing the proposal, you are only asked to specify their scope of work in the project and their professional qualifications required to perform the work. POLONEZ BIS can fund both salaries and scholarships for students and PhD students involved in research tasks. When planning the budget, you do not have to make the decision which kind of arrangement will be the best for the team.

Please note that the rationale for the involvement of individual members of the research team in the project will be evaluated by the Expert Team.

Make sure that the text of the proposal does not mention the names of the team members who will be future recipients of NCN scholarships for students and PhD students. They have to be selected in open calls in accordance with the *Regulations for awarding NCN scholarships for NCN-funded research projects*. If candidates for NCN scholarships are mentioned by name, the proposal may be rejected on formal grounds.

BUDGET – relocation costs

Q Must expenses related to moving to Poland and renting a flat be proven? Does NCN check the expenses?

A One of the Principal Investigator's (PI) major eligibility criteria is a mobility requirement. The applicant must move from any country to Poland for the duration of the POLONEZ BIS project (2 years). When you are completing the POLONEZ BIS proposal, there is a "Declarations by the natural person acting as the applicant/PI" section where you declare that you will stay on the territory of Poland for the entire project funding term in the event that funding is granted by the NCN (Annex to NCN Council Resolution no. 44/2022 of 7 April 2022).

During the funding term, the PI must reside in Poland and be available to the Host Institution. The above-mentioned time includes documented business trips directly related to the implementation of the project as well as holidays, time off work and other excused absences from work regulated by generally applicable laws. The PI must not use any other sources of funding their arrival to or stay in Poland. The PI must not be involved in any international mobility activities, except to implement the project research and training tasks under POLONEZ BIS (§9-§11 of the Annex to NCN Council Resolution no. 44/2022 and §2 of the Funding Agreement). During the funding term, the Host Institution must employ the PI for the entire POLONEZ BIS project funding term, pursuant to a full-time employment contract, exclusively for the implementation of project tasks and participation in the project-related training courses (§ 8 of the Annex to NCN Council Resolution no. 44/2022).

During the funding term, the principal investigator must not:

- receive any other remuneration (in any form whatsoever) granted under the heading of direct costs in research projects funded under NCN calls;
- receive any remuneration from another employer pursuant to an employment contract, including an employer with its registered office outside of Poland.

BUDGET – business travel costs

Q Is it possible to travel for data collection to, e.g. Africa or to other continents/countries?

A Yes, it is possible to plan costs of fieldwork trips for data collection in the POLONEZ BIS Call. It should be noted that every cost planned in the proposal must be well justified with regards to the subject and scope of the proposed research and based on realistic calculations. Please remember that the budget must be drafted pursuant to the requirements specified in Annex 3 to the NCN Council Resolution on terms and conditions of the Call – Costs in research projects funded by the NCN under POLONEZ BIS 2.

The eligibility of costs planned will be checked during the proposal evaluation, the costs incurred during project implementation will be checked during the evaluation of mid-term and final report and during the external control and audit.

SECONDMENT

Q What is the meaning of 'cross-sectoral secondment phase'?

Q Is secondment compulsory?

Q Should the secondment be in Poland or can it be anywhere in the EU?

A Each project must include a cross-sectoral secondment phase lasting from 2 weeks to 1 month, during which the applicants shall carry out their professional goals described in the proposal, outside of the Host Institution, in an institution of their choice located in Poland or in any EU Member State or Associated Country. The secondment phase may be carried out within a single period of time or as a number of visits, at least one of which must be 14 days long.

SECONDMENT

Q 1. What's the programme's purpose, regarding the "secondment"?
2. Can it be related to the field research?
3. If "yes", should the field research activities be "combined with" the secondment?
4. If "yes", would it be possible to plan a secondment for a period of over 30 days?
5. Then, maybe: 2 periods of 30 days in 2 (different) sorts of organisation?

A 1. The secondment phase in all MSCA programmes aims at transferring the knowledge and further enriching the experience of the PI beyond his/her regular tasks in the research project at the Host Institution.
2. Since there are different purposes, it is not possible to go for secondment in order to carry out the research task in the project.
3. It can be combined only as two different purposes of the same business trip. However, these two elements must be clearly distinguished.
4. No, intersectoral secondment can last from 2 weeks to 1 month.
5. If the budget allows that and it is justified, 2 secondments of 30 days each are possible. Please note that the costs of secondments are eligible direct costs of the project, and you should budget them in the project proposal under business trips.

SECONDMENT

Q I suppose that we do not fix the secondment institute during application. Then we need to provide some specification of the probable institute. Which kind of specification is required for this?

Q Does the secondment need to be non-academic?

A Applicants do not have to select the secondment institution at the proposal submission stage. However, they have to demonstrate that they have a general idea of what kind of institution they would like to visit and what goals they are planning to achieve.

The intersectoral secondment institution does not need to be always non-academic. There are 2 types of eligible secondment institutions:

a) higher education institutions awarding academic degrees and public non-profit research organisations for whom one of the main objectives is to pursue research or technological development
b) all other entities, which can employ researchers, e.g. enterprises, hospitals, government institutions, non-governmental organisations or other legal entities

Applicants who carry out their research projects in an institution listed in point a) must complete their intersectoral secondment in an institution listed in point b), whereas those who carry out their research projects in an institution listed in point b) must complete their secondment in an institution referred to in point a).

The intersectoral secondment must not be completed in an institution that has previously employed the applicant.

PROJECT IMPLEMENTATION – flexibility

Q According to the call, a POLONEZ BIS 2 project must start either on 1 March or 1 April 2023. Is it possible to request a later starting date (e.g. 1 May 2023) if a proposal is selected? For example, my current project ends on the last day of April 2023, and I wouldn't be able to start a POLONEZ BIS 2 fellowship earlier than 1 May 2023.

Q Can the start date (1 March/1 April 2023) be changed due to any personal reasons (e.g. parental leave)?

A Yes, it is possible to change the project start date, NCN will be flexible about that. At the proposal submission stage we are asking you to choose between these two dates in order to calculate the salary of the PI. But if you decide that you need to change the initial start date, please contact the POLONEZ BIS Coordination Team with your request.

Q Is it possible to interrupt the fellowship for maternity leave?

A Yes, it will be possible to temporarily suspend the project due to maternity leave or long-term sick leave.

Q Could research collaboration be developed after the grant duration commences? What if the institution selected earlier cannot collaborate by the time the grant commences?

A Generally, there is no requirement to have an already established research collaboration at the proposal submission stage. The proposal contains separate International Cooperation tab, but it is not a mandatory section. And NCN understands that you may have some future cooperation negotiated or some deals negotiated at the time of submitting the proposal, that may not work out, so this is all subject to change later on. But the issue is how the given collaboration is important for the scientific goals. Sometimes if you cannot carry out the planned collaboration it may be small or big risk to your project.

OTHER

Q What is PESEL ID? Is it mandatory for the mentor to have a PESEL ID?

A PESEL is the **national identification number given to citizens in Poland** (Polish acronym for „Universal Electronic System for Registration of the Population"). It consists of 11 digits that are unique for every registered person. Having this number is useful to manage certain formalities such as opening a bank account, registering for a doctor or submitting your annual tax declaration.

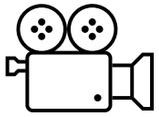
Please be aware that it is not mandatory to have a PESEL Number at the proposal submission stage. If PESEL ID is not available, the Electronic Submission System (OSF) will ask for your date of birth at the proposal preparation.

You can find detailed information about PESEL Number here.

POLONEZ BIS 2 – are YOU ready to apply?

- The National Science Centre has a proven record in succesful performance of MSCA projects – and we will support you all the way!

- 109 POLONEZ Fellows already completed the programme and over 40 successfully applied for NCN grants to continue their research in Poland.



The POLONEZ experience – meet the Fellows

Stay in touch!

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