



*International Mobility  
and Skills Training*

Postdoctoral  
Fellowships  
in Poland  
**#MSCA**

[www.polonezbis.eu](http://www.polonezbis.eu)

# AGENDA

About POLONEZ BIS

Funding offer

Researcher profile  
and eligibility

Host Institution profile  
and eligibility

Proposal

The POLONEZ Experience

Proposal Evaluation

Q&A

Jolanta Palowska  
NCN

Barbara Uszczyńska-Ratajczak  
POLONEZ Fellow

Anna Fiust  
NCN

Postdoctoral  
Fellowships  
in Poland


**#MSCA**

[www.polonezbis.eu](http://www.polonezbis.eu)

# MSCA POLONEZ BIS COFUND


POLONEZ BIS is a grant programme co-funded 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 24 months  
basic research

## 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



**25** NCN panels to support bottom-up approach:  
Arts, Humanities and Social Sciences (HS),  
Physical Sciences and Engineering (ST),  
Life Sciences (NZ)



**24-month** fellowships at Polish Host Institutions of PI's choice,  
both academic and non-academic

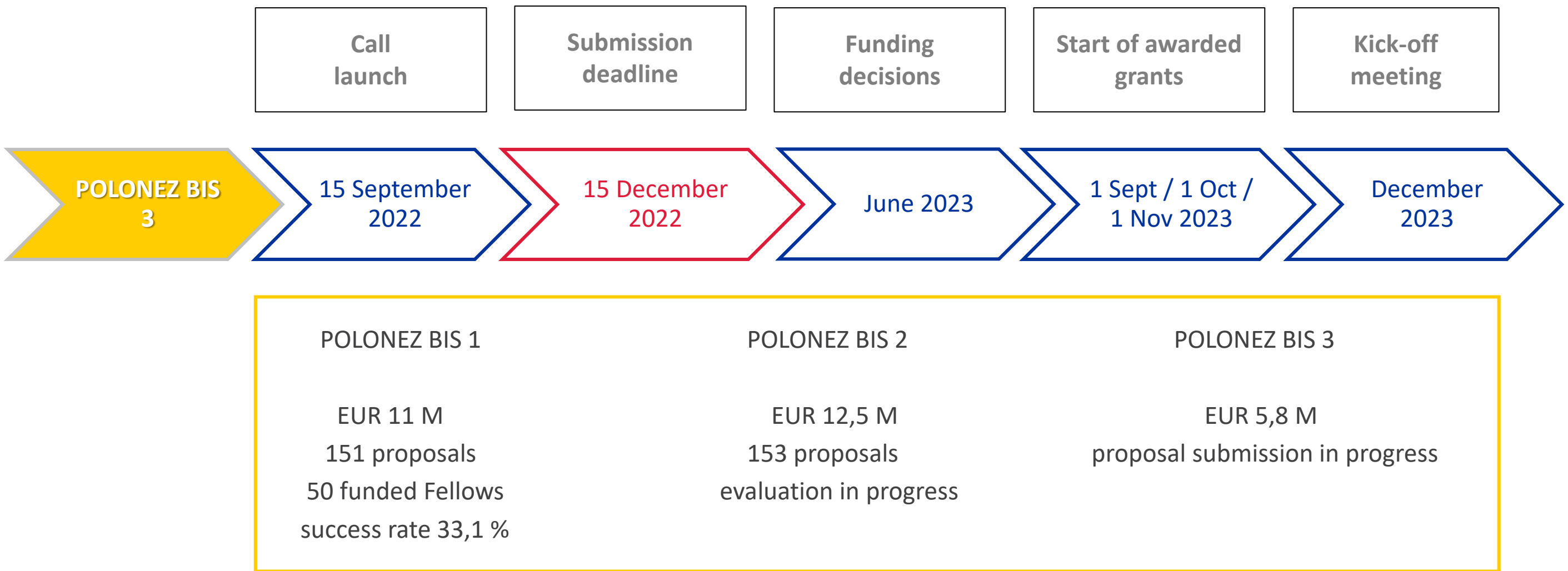


**120** research positions for experienced scientists, holders of PhD  
or at least four years of full-time equivalent research experience



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

# CALL TIMELINE

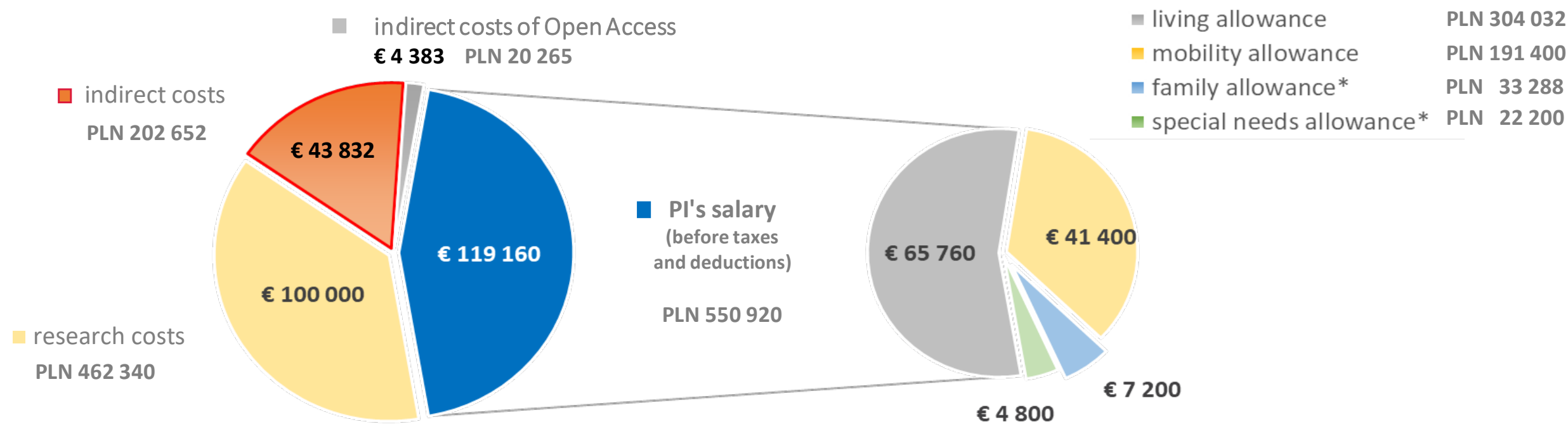




# FUNDING per individual grant

Max. project budget EUR 267 375

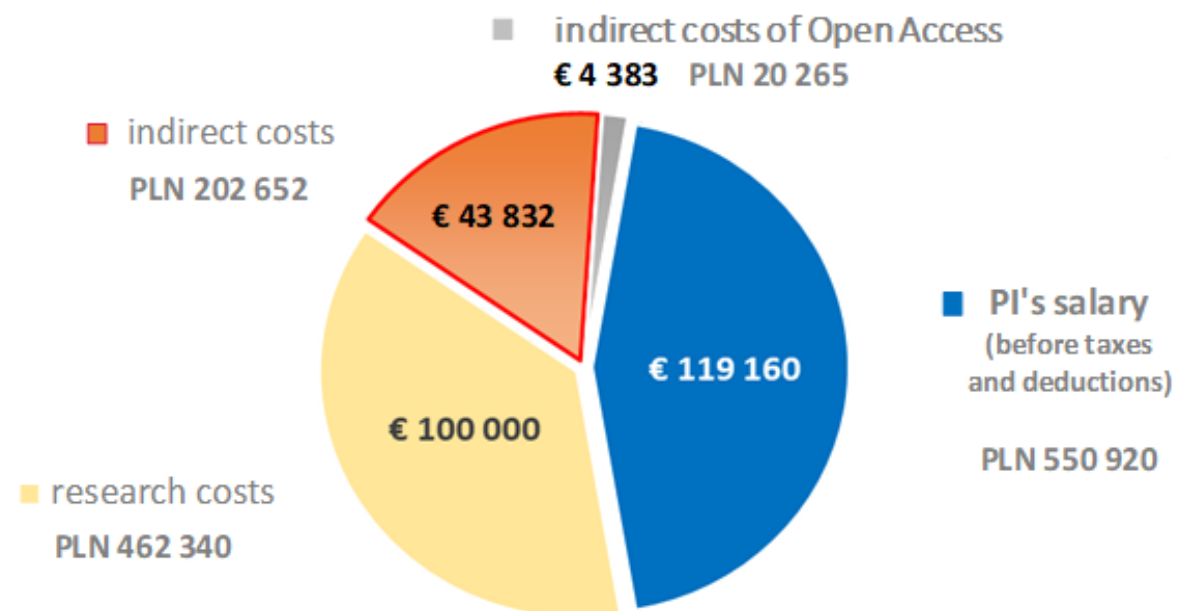
POLONEZ BIS 3 exchange rate 1 EUR = 4,6234 PLN



# ELIGIBLE COSTS of research

Max. project budget EUR 267 375

- additional salary 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 11 559) 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



3-5 sessions of transferable skills training organised and paid for by the NCN (no extra cost on grant)

# Before you start – the call text

<https://www.ncn.gov.pl/en/ogloszenia/konkursy/polonez-bis3>

Show all →

 Which entities are eligible as host institutions?

 Who may act as the principal investigator (applicant)?

 Are there any restrictions on submitting proposals for research projects under the POLONEZ BIS 2 call?

 Will any other restrictions apply during the POLONEZ BIS 2 funding term?

 What is the subject-matter of the call?

 What is the project duration?

 What are the positions for members of the research team?

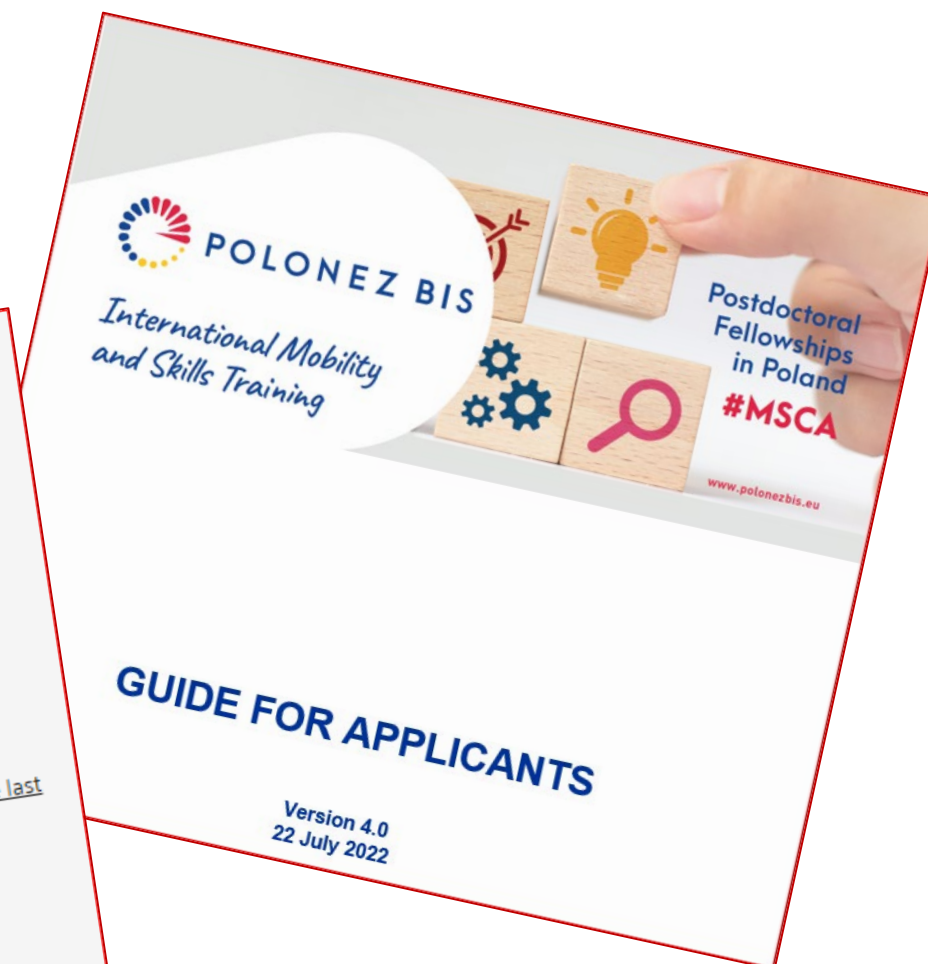
 How can the project budget be planned?

 Open access publication of research results

## Call documents

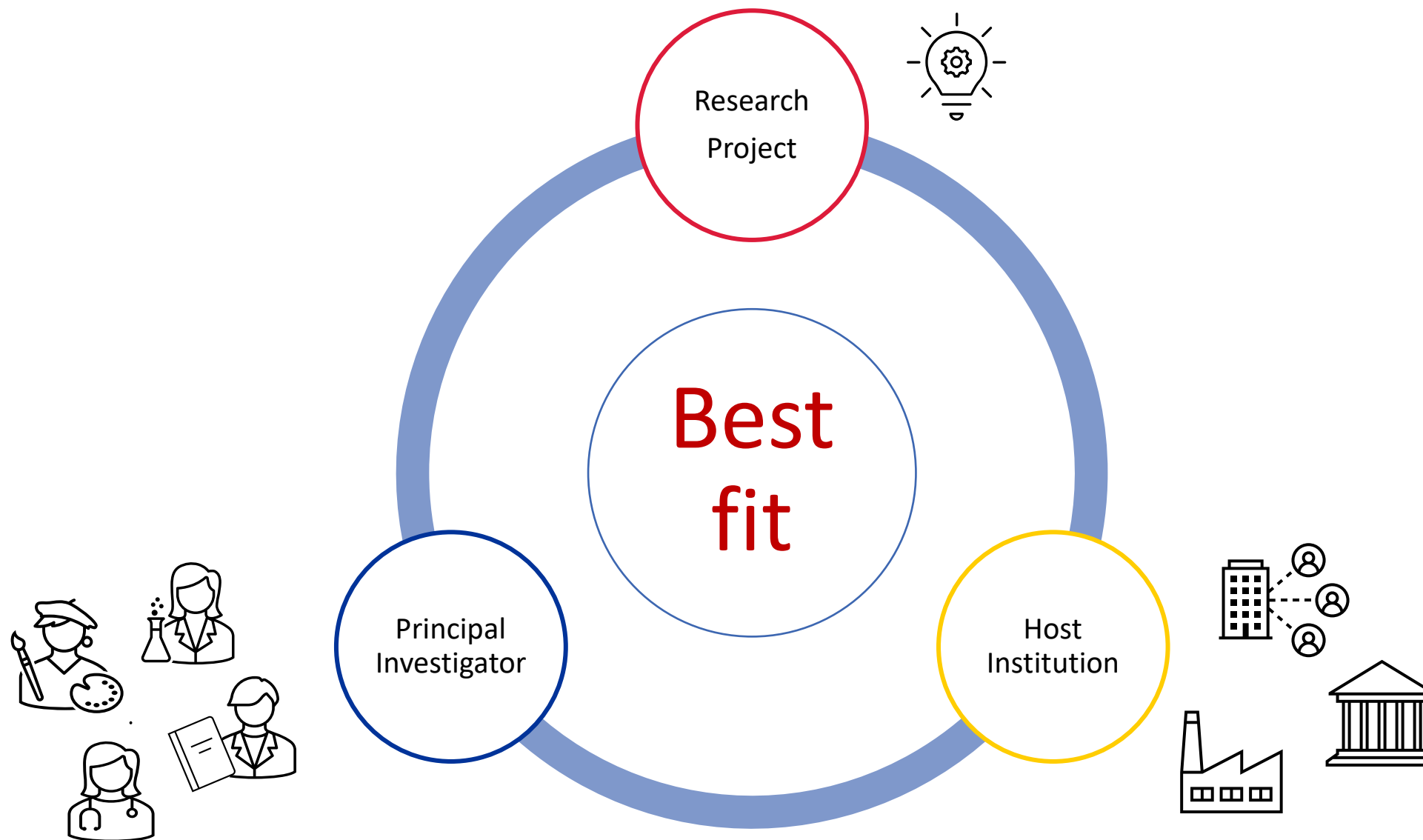
Please note: all the documents below are in the PDF format. To edit forms 7-10, please download them from the OSF submission system.

1. Terms and regulations for awarding funding under POLONEZ BIS 3
2. Guide for Applicants
3. NCN review panels
4. Costs in research projects under POLONEZ BIS 3
5. Regulations for awarding scholarships in NCN-funded research projects
6. Proposal form template
7. Compliance with the eligibility criteria (residency, mobility, research career breaks) over the last three years before the proposal submission date under POLONEZ BIS 3
8. Host Institution Capacity Form
9. Career Development Plan
10. Mentor's Declarations
11. State aid
12. Guidelines for applicants to complete the Ethics Issues form in the research project





# POLONEZ BIS Fellowship - actors



# POLONEZ BIS Fellowship – proposal sections (excellent idea)

NCN Panels (topic eligibility)

Abstract

Short and detailed description

Research tasks

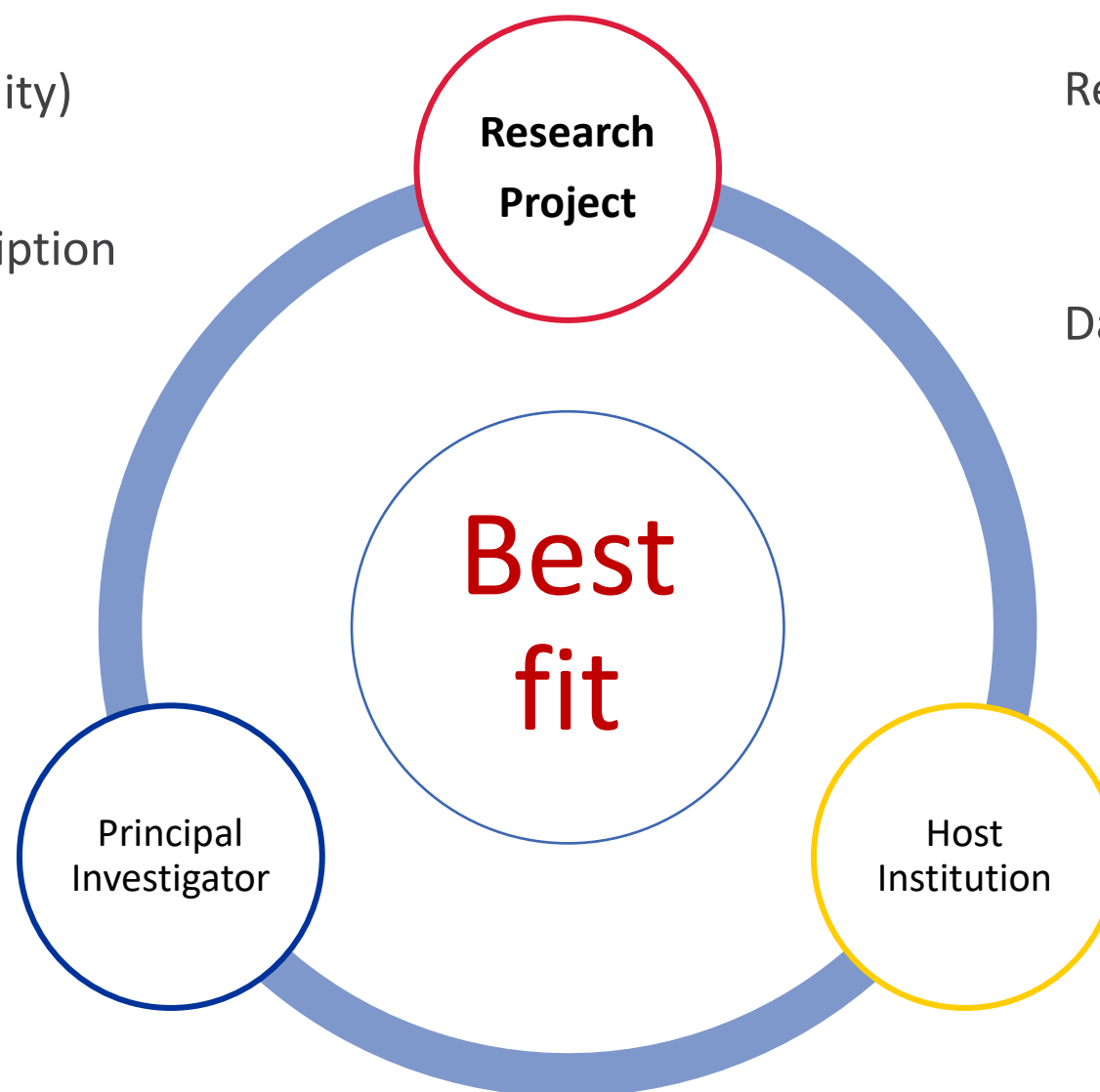
Ethics issues

Resources needed

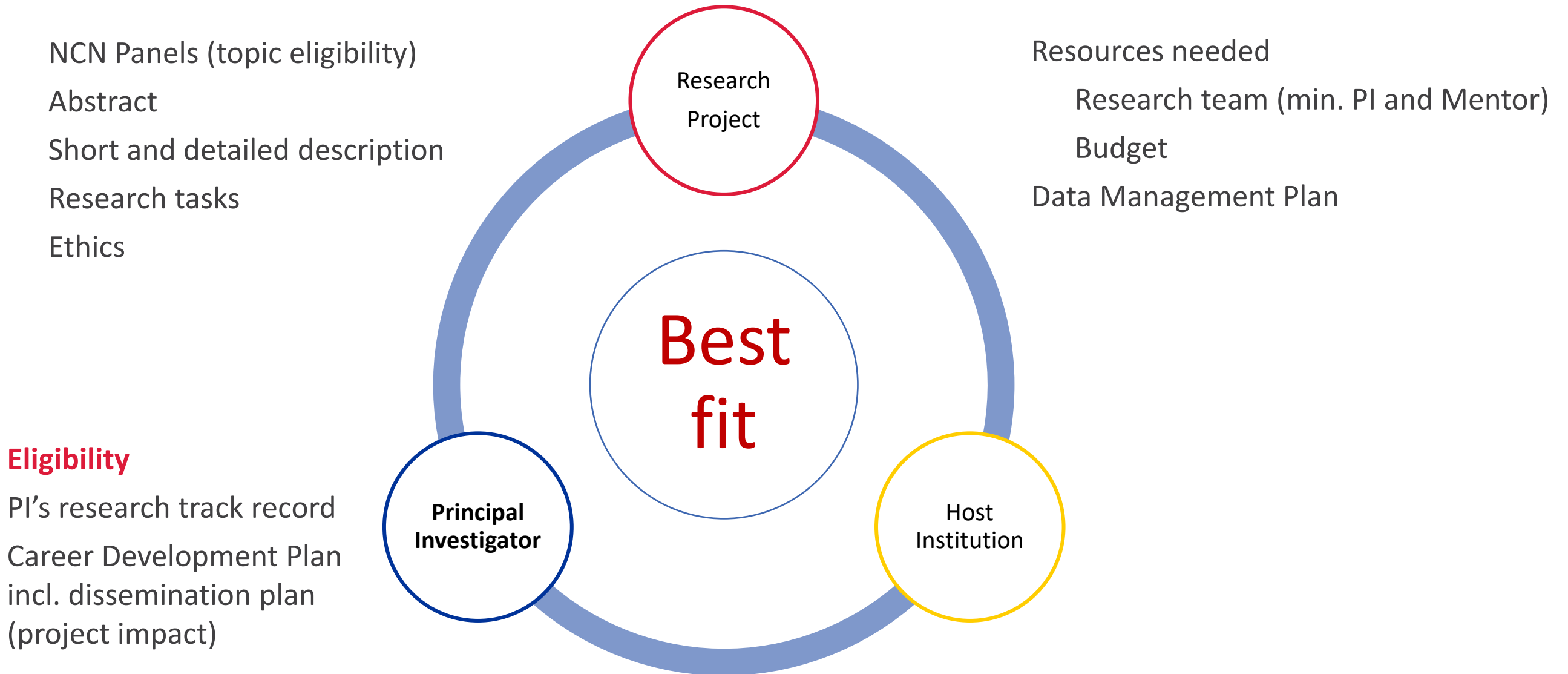
Research team (PI, Mentor, others?)

Budget

Data Management Plan



# POLONEZ BIS Fellowship – proposal sections (PI)



# 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 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 September 2019 and 14 September 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.



# 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.
- Time spent in Poland and/or employment in Poland after 24 February 2022 does not count towards 12-month limit for researchers who left Ukraine as a result of war and are eligible for temporary protection under Council Implementing Decision (EU) 2022/382 of 4 March 2022.

NCN has also simplified the eligibility check for refugees from Ukraine without relevant documents.

# 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 on transferable skills, 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. 21).


## 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

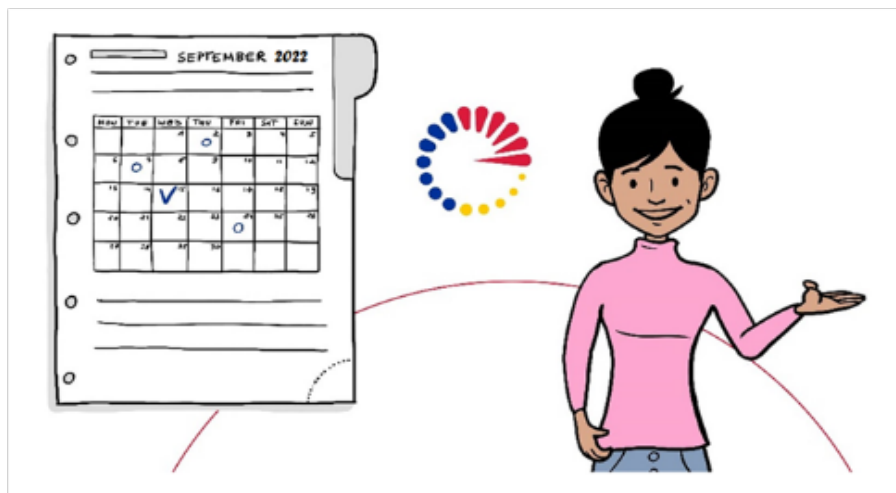
- a. Researchers previously funded as POLONEZ or POLONEZ BIS Fellows
- b. Researchers who were Principal Investigators in a research project carried out at a Polish institution (funded by NCN or other funder) between 15 September 2019 and 14 September 2022
- c. Researchers who applied as PI in any other proposal submitted to NCN in answer to any call launched on 15 September 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 sign the proposal on behalf of the Host Institution.

 You may resubmit a proposal which was rejected in POLONEZ BIS 2. 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.

# Help Marie decide if she's eligible for POLONEZ BIS 3



Marie moved to Poland on 20 November 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 3. The call opened on 15 September and closes on 15 December 2022.

**Does Mary comply with the mobility requirement?**



YES

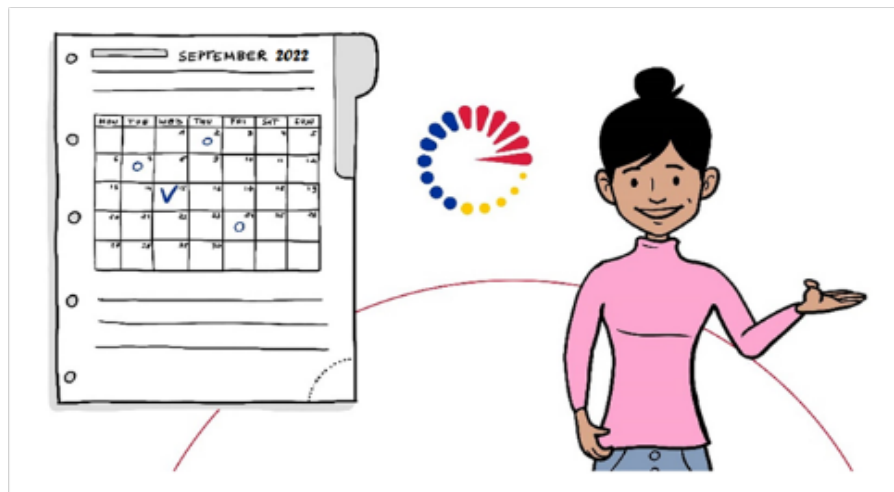


NO



Not enough information

# Help Marie decide if she's eligible for POLONEZ BIS 3



Marie moved to Poland on 20 November 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 3. The call opened on 15 September and closes on 15 December 2022.

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



YES



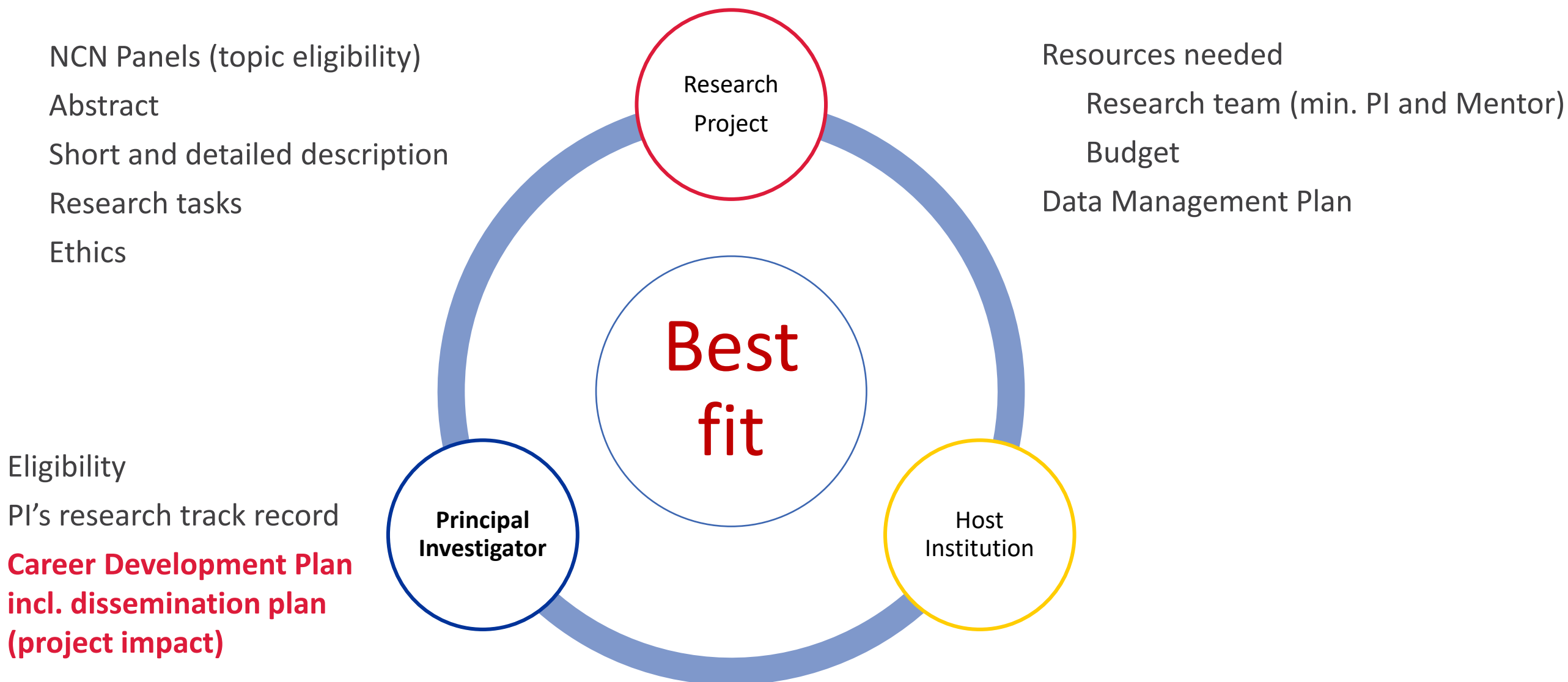
NO



Not enough information



# POLONEZ BIS Fellowship – proposal sections (impact)



# Career Development Plan – project impact






- what are your career goals and how will this fellowship help you reach them?
- 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. 19 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

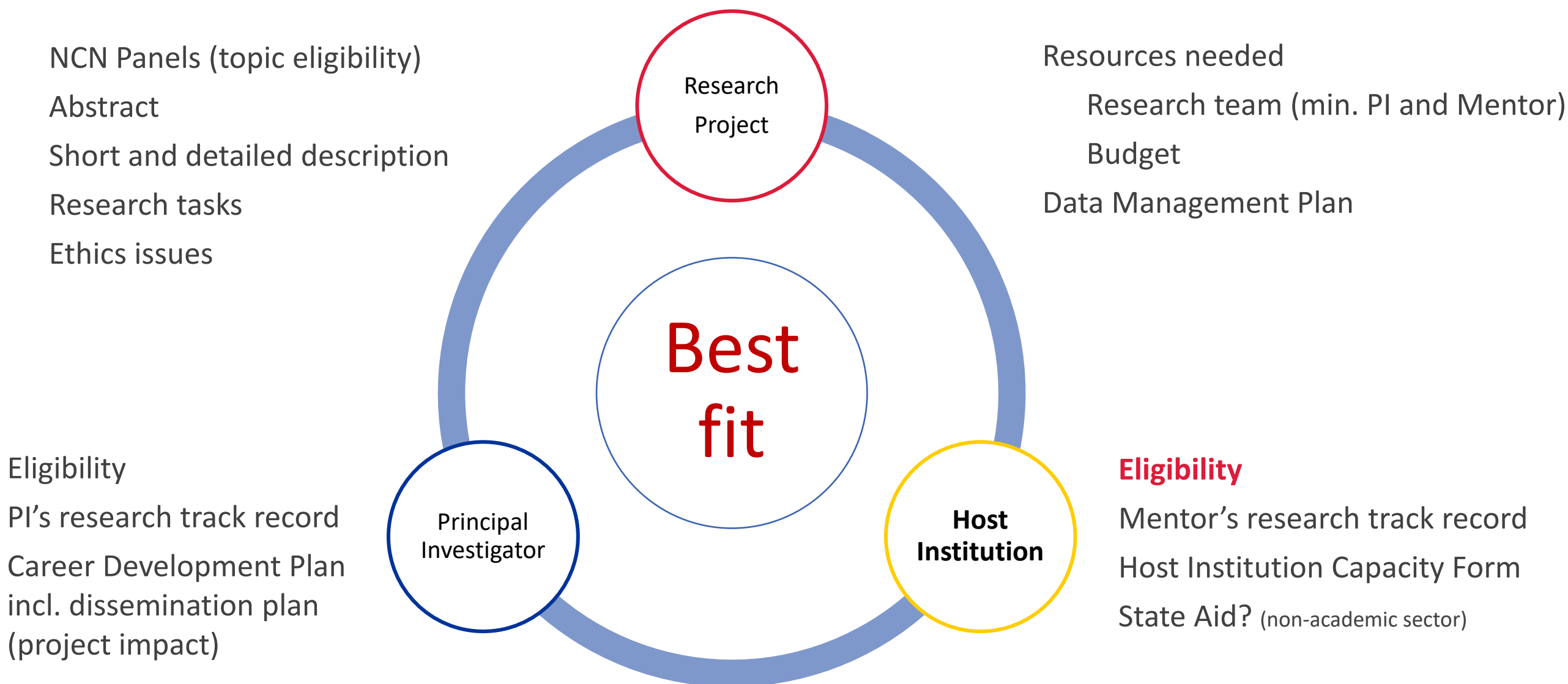
-  Q4. define goals to address (*some of*) the knowledge and skills gaps (*areas of professional development*)
-  Q5. present ways to share (*some of*) your expertise/strengths (*transfer of knowledge*)
-  Q6. plan your intersectoral secondment (*break out of your bubble*)
-  Q7. define long-term goals (*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

# Career Development Plan – project impact

- Q4. define goals to address (*some of*) the knowledge and skills gaps (*areas for professional development*)
- Q5. analyse ways to share (*some of*) your expertise/strengths (*transfer of knowledge*)
- Q6. plan your intersectoral secondment (*break out of your 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

# POLONEZ BIS Fellowship – proposal sections (Host Institution)





# 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 the 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:

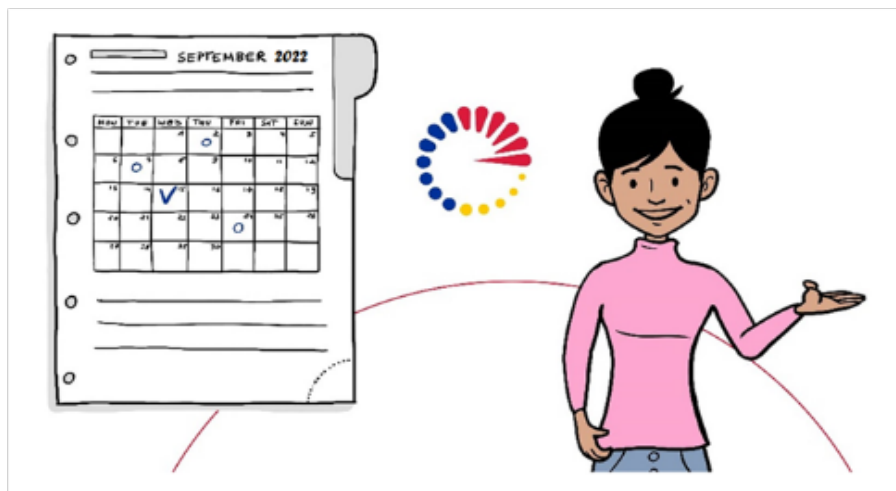
it employed the PI within 3 years before the proposal **submission deadline** i.e. between **15 December 2019** and **15 December 2022**.

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 November 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 3. The call opened on 15 September and closes on 15 December 2022.

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



YES



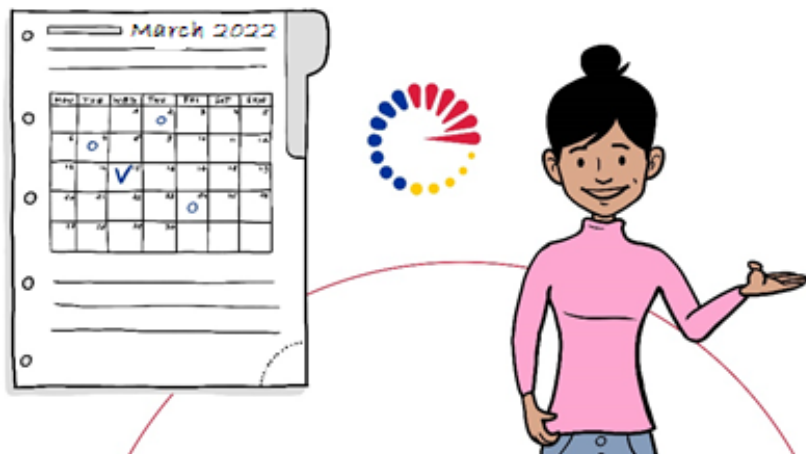
NO



Not enough information



# Is Mary eligible for POLONEZ BIS 3 - conclusion



Marie moved to Poland on 20 November 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.

- ✅ Between 15 September 2019 and 14 September 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 3 but ....
- ❌ ... not with the Best University.

# Finding the Host Institution

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

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

RESEARCH  
IN POLAND

Research landscape ▾

Grants and funding ▾

Jobs and careers ▾

Organising your stay ▾

About us ▾

THE MOST IMPORTANT POLISH INSTITUTIONS IN THE FIELD OF SCIENCE

Ministry of Education and Science ▾

The Conference of Rectors of Academic Schools in Poland (CRASP) ▾

The Polish Academy of Sciences ▾


Polish Science Contact Agency (PolSCA) ▾

Main Council of the Research Institutes (RGIB) ▾

The Łukasiewicz Research Network ▾



Polish Academy of Arts and Sciences ▾

Universities ▾

RESEARCHERS IN MOTION

Home > RESEARCH IN POLAND

EURAXESS POLAND



JOBS & FUNDING

CAREER DEVELOPMENT


INFORMATION & ASSISTANCE


SCIENCE IN POLAND


NEWS & EVENTS

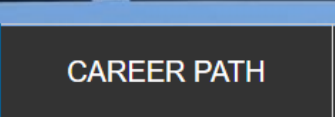
CONTACT US

LOGIN / REGISTER

RESEARCH LANDSCAPE

R&D INSTITUTIONS

CAREER PATH

RESEARCH FUNDING

# Finding the Host Institution

## Partner Search Tool

<https://polonezbis.eu/en/partner-search-tool/>

Welcome to the POLONEZ BIS Partner Search Tool

POLONEZ BIS provides an online partner search tool for researchers, organisations and enterprises interested in participating in future POLONEZ BIS projects.

In order to submit your own expression of interest you first have to create an account. Registered users can publish and edit their offers or project ideas using their own login. This information will appear online as soon as it has been quality checked by the POLONEZ BIS Coordination Team.

CREATE AN ACCOUNT ->

LOG IN ->

If you have any questions about the programme or the Partner Search Tool, please contact us at [polonez@ncn.gov.pl](mailto:polonez@ncn.gov.pl).

If you want to browse the expressions of interest already submitted, you do not need to create an account.

LIST ALL RESEARCHERS

LIST ALL INSTITUTIONS



### Filter by

Type of offer

CHOOSE

Thematic area/field

CHOOSE

Key words

WRITE

Organisation type

CHOOSE

Country

CHOOSE

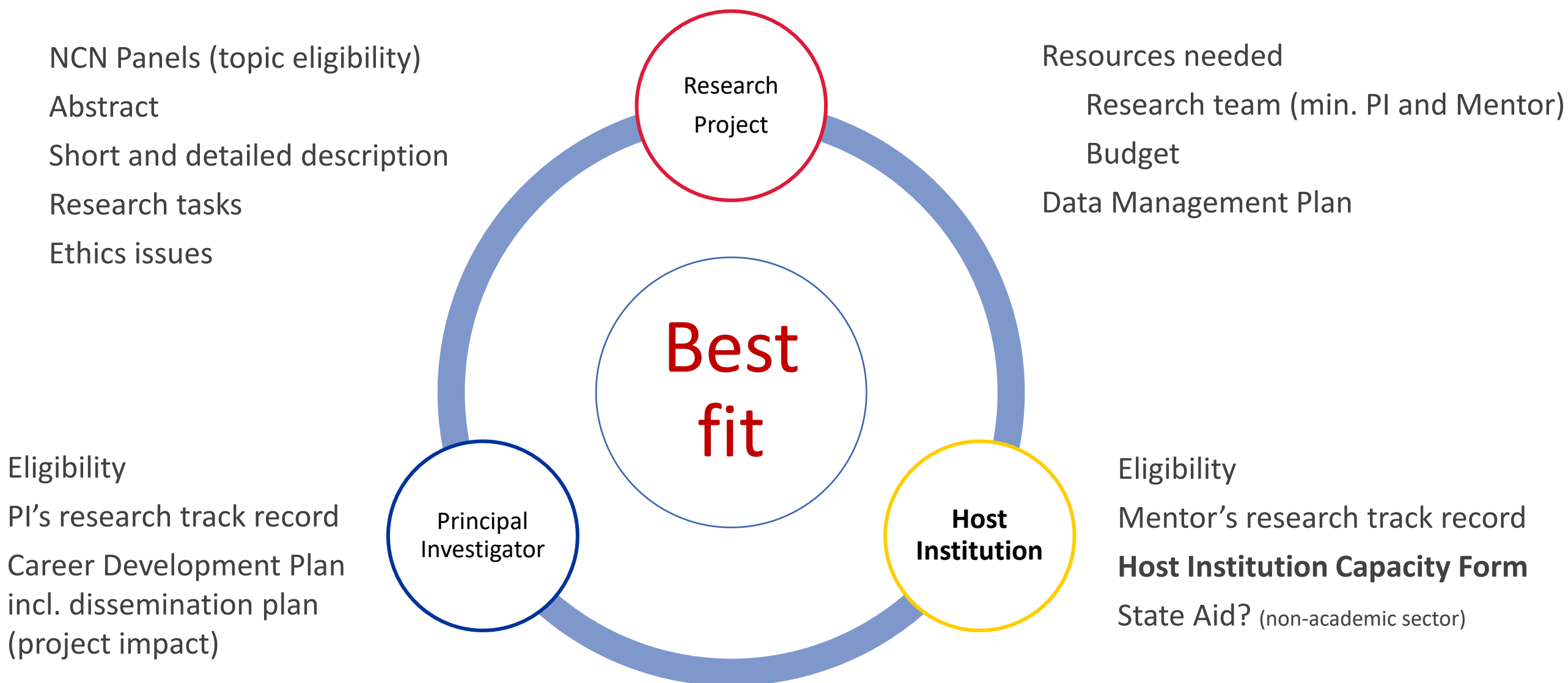
City

WRITE

SEARCH →

### List of all Institutions

# POLONEZ BIS Fellowship – proposal sections (Host Institution)



# 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

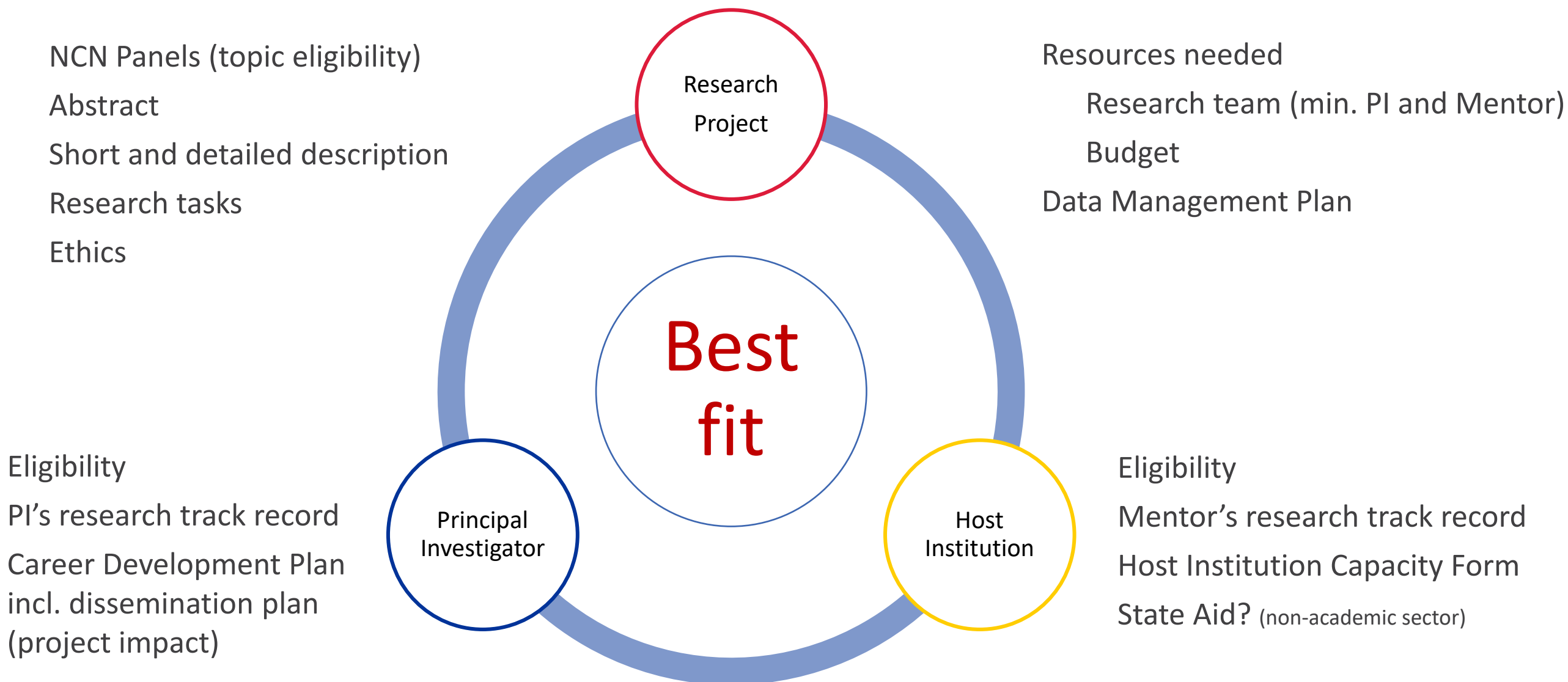
Q9. - Q12. demonstrate that HI's specific resources have a strong potential to deliver the planned scientific outcomes and PI's professional development

For details see  
[Guide for Applicants](#)  
p. 20

## Technical points

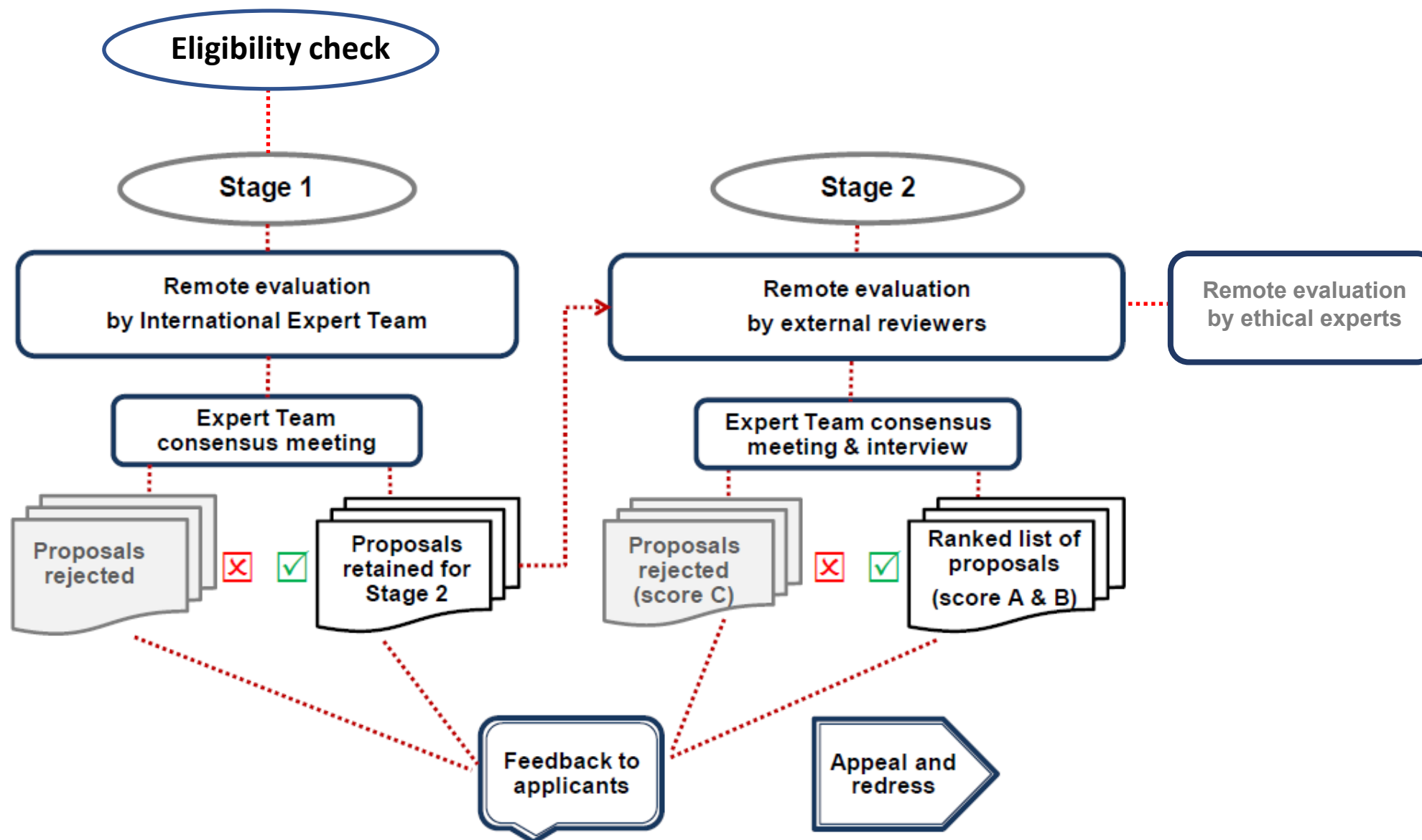
- the completed HI Capacity Form cannot exceed 5 pages. In the final version, instructions in italics can be removed;
- Capacity Form must be signed by the authorised representative of the Host Institution, but like the short and detailed description of the project, it can be uploaded in the submission 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 14 of the Guide for Applicants.

# POLONEZ BIS Fellowship – proposal sections



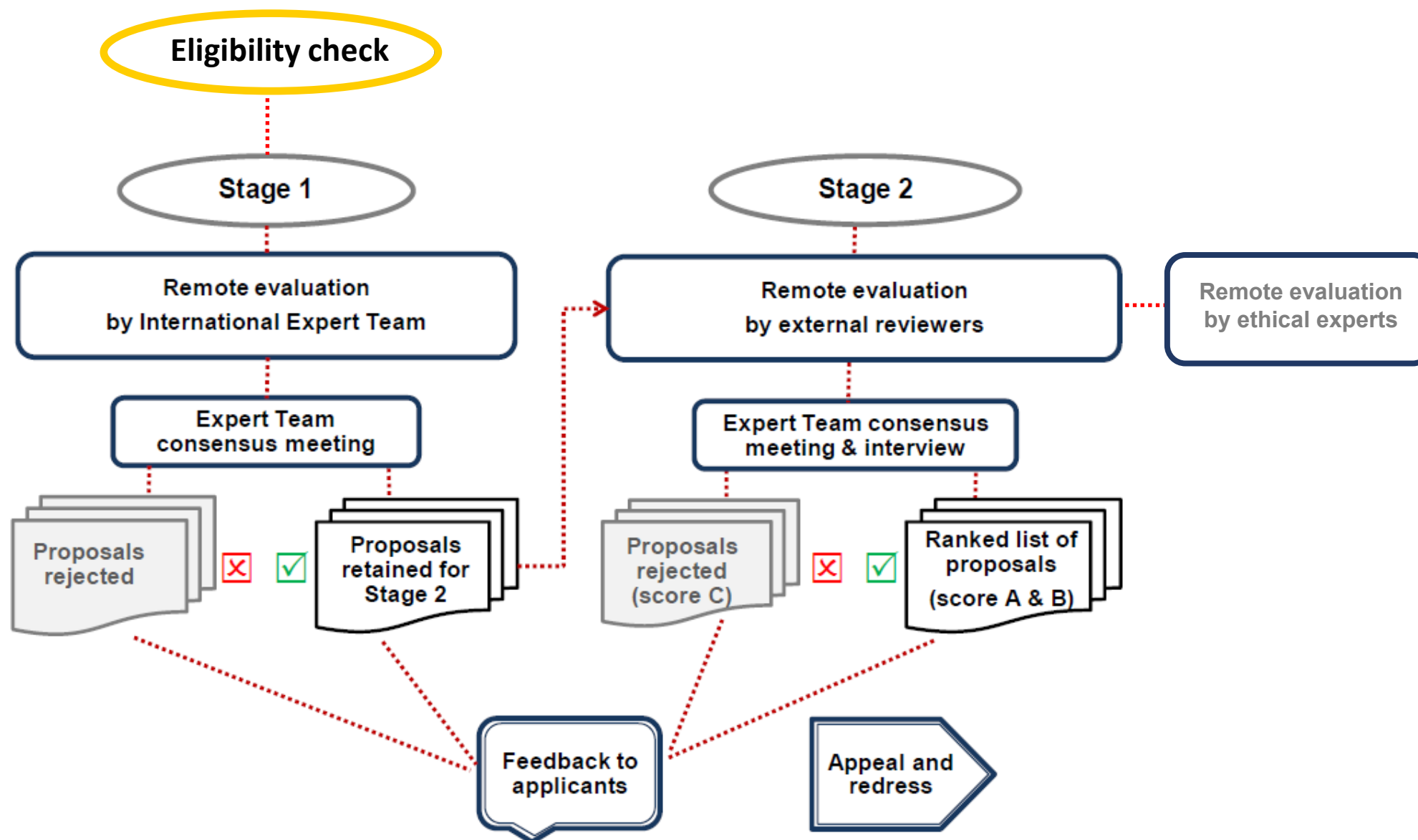
# Proposal Evaluation Process

# Proposal Evaluation Process

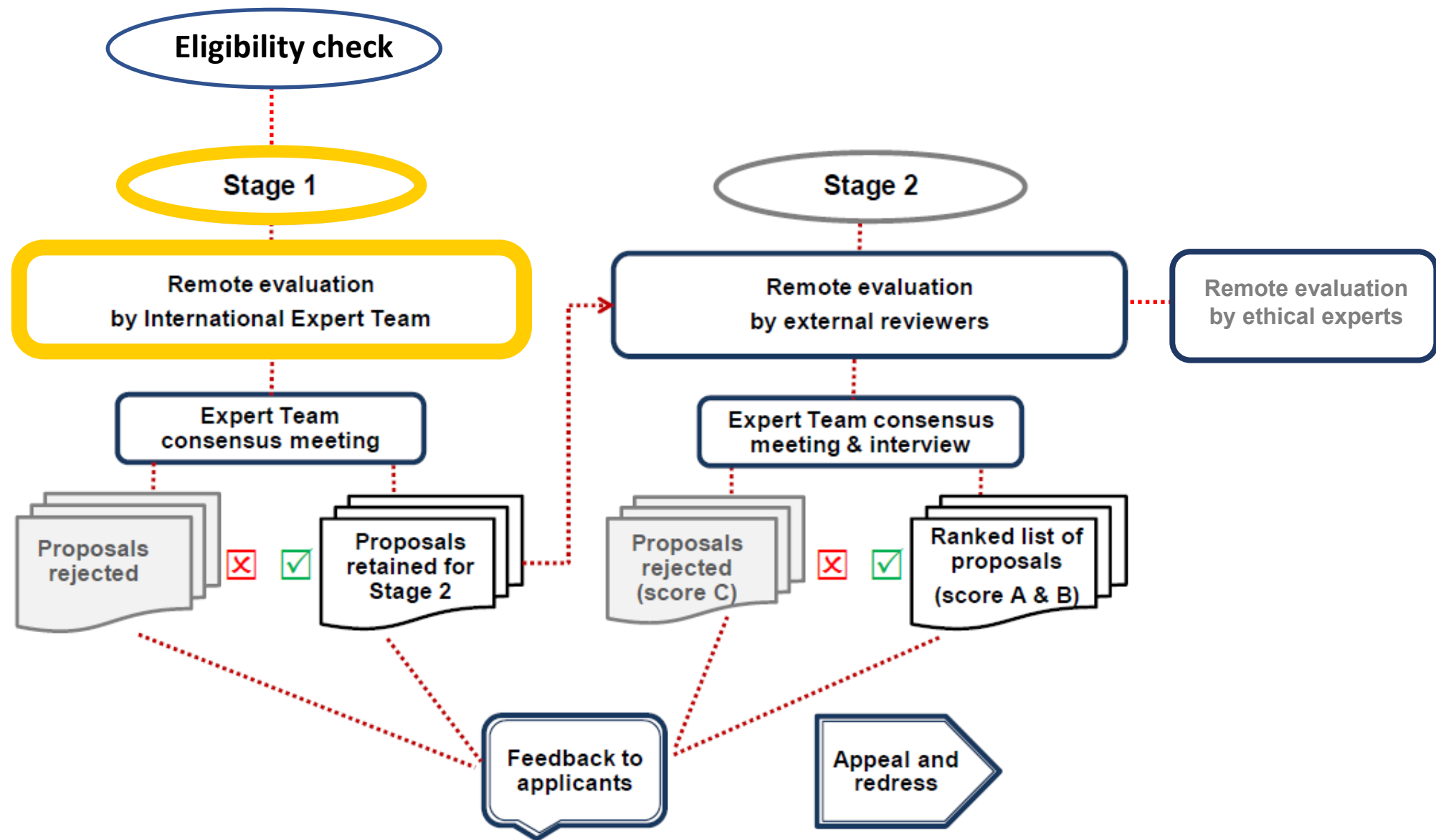




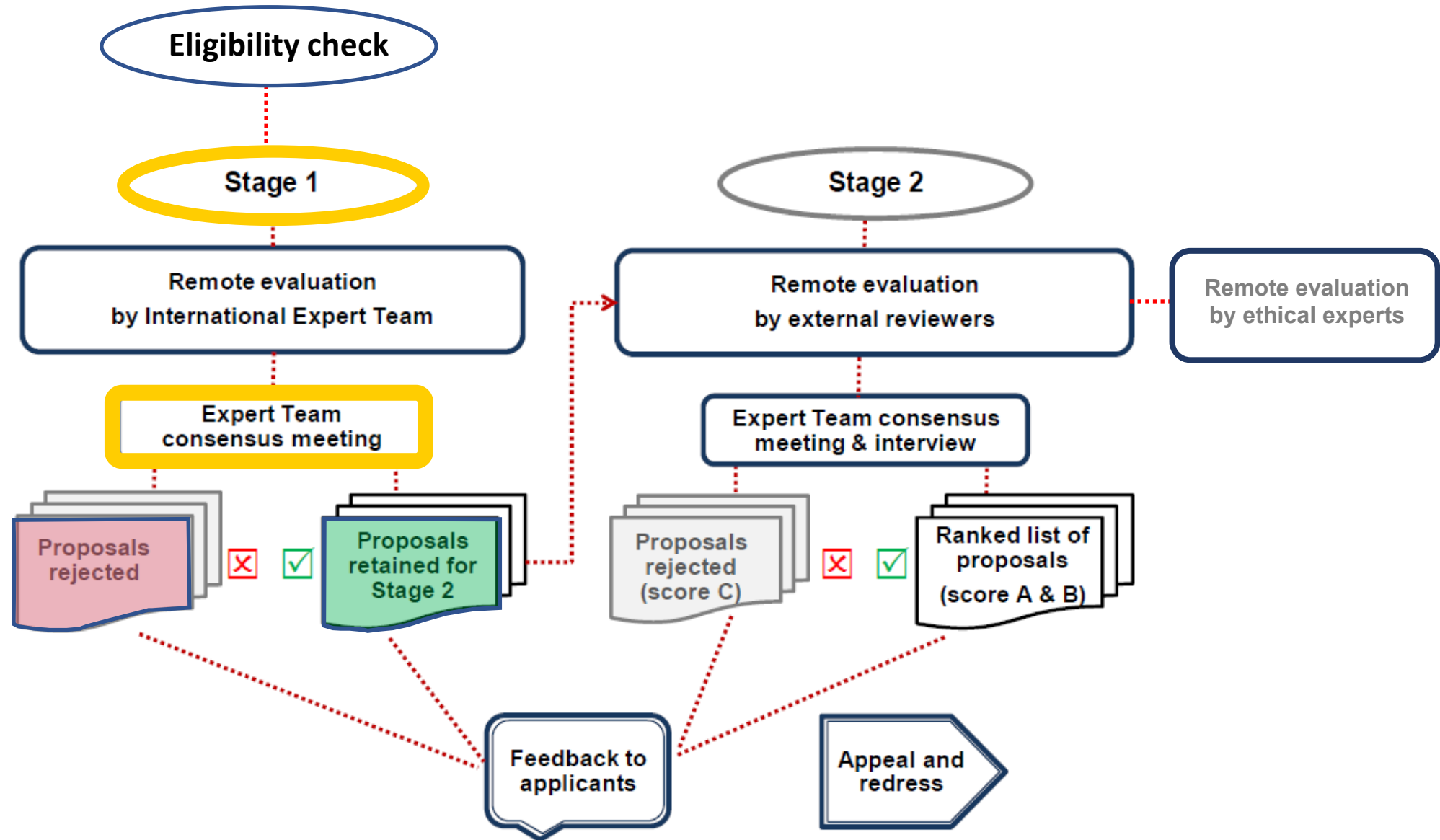
# Proposal Evaluation Process



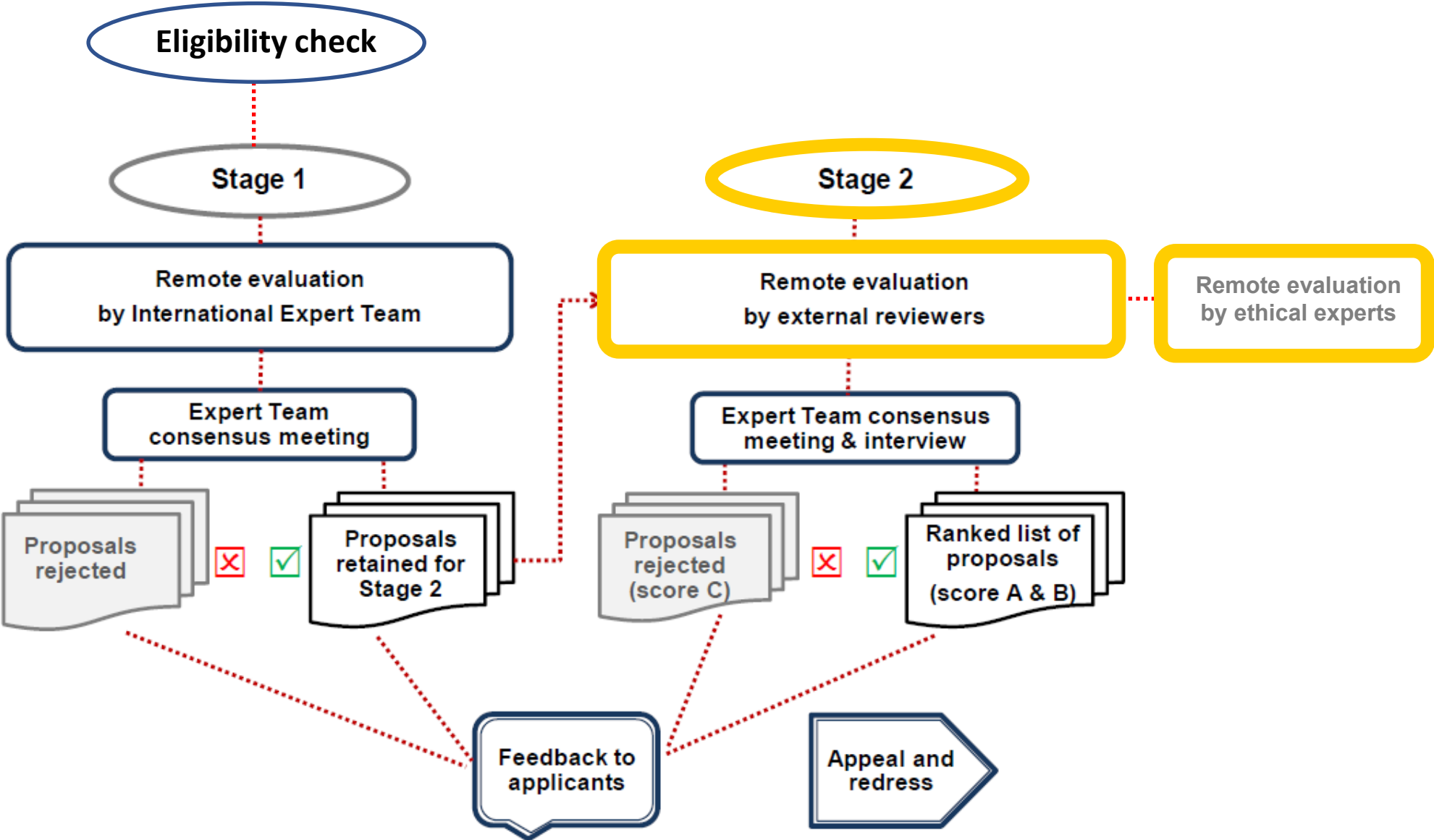
# Proposal Evaluation Process



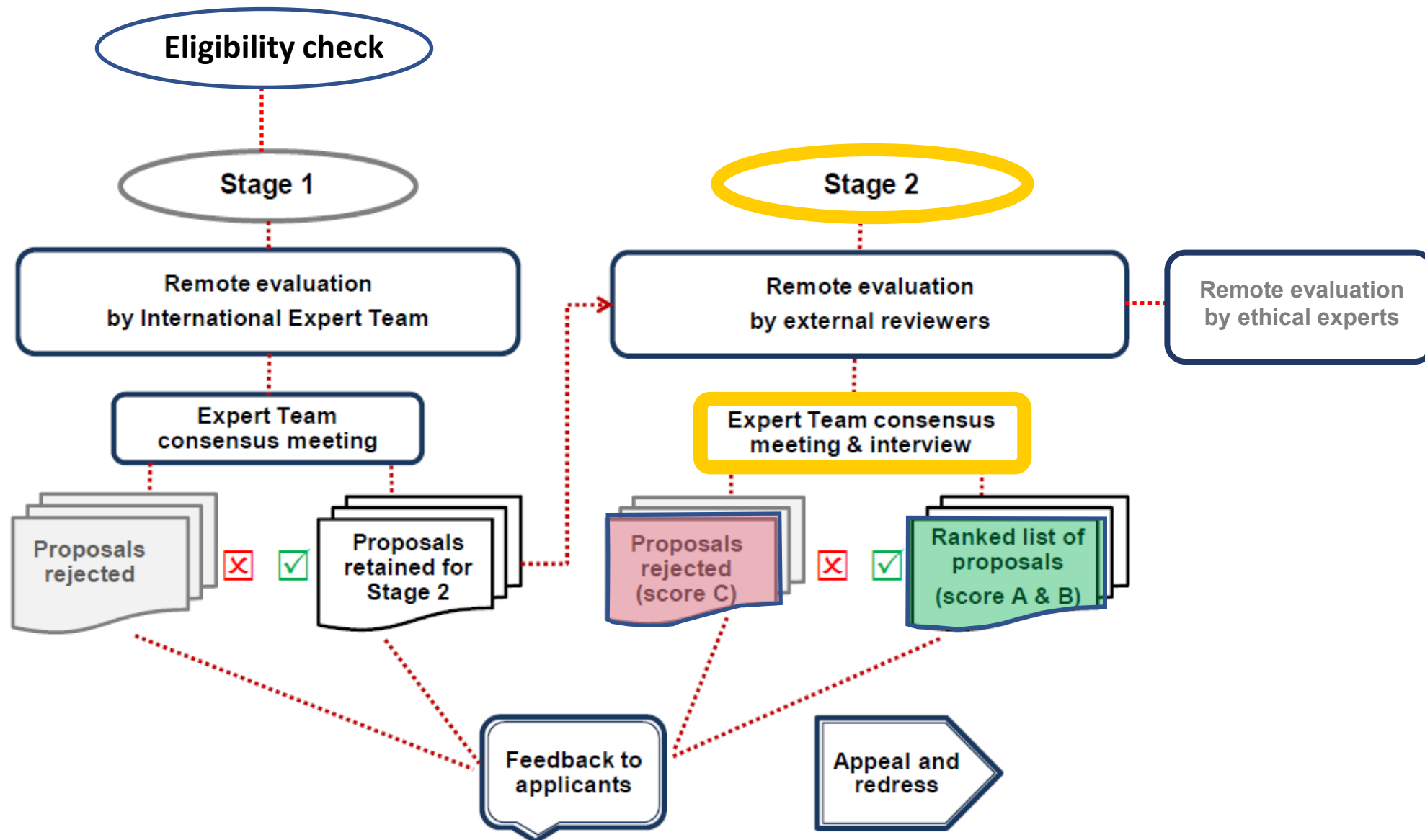
# Proposal Evaluation Process



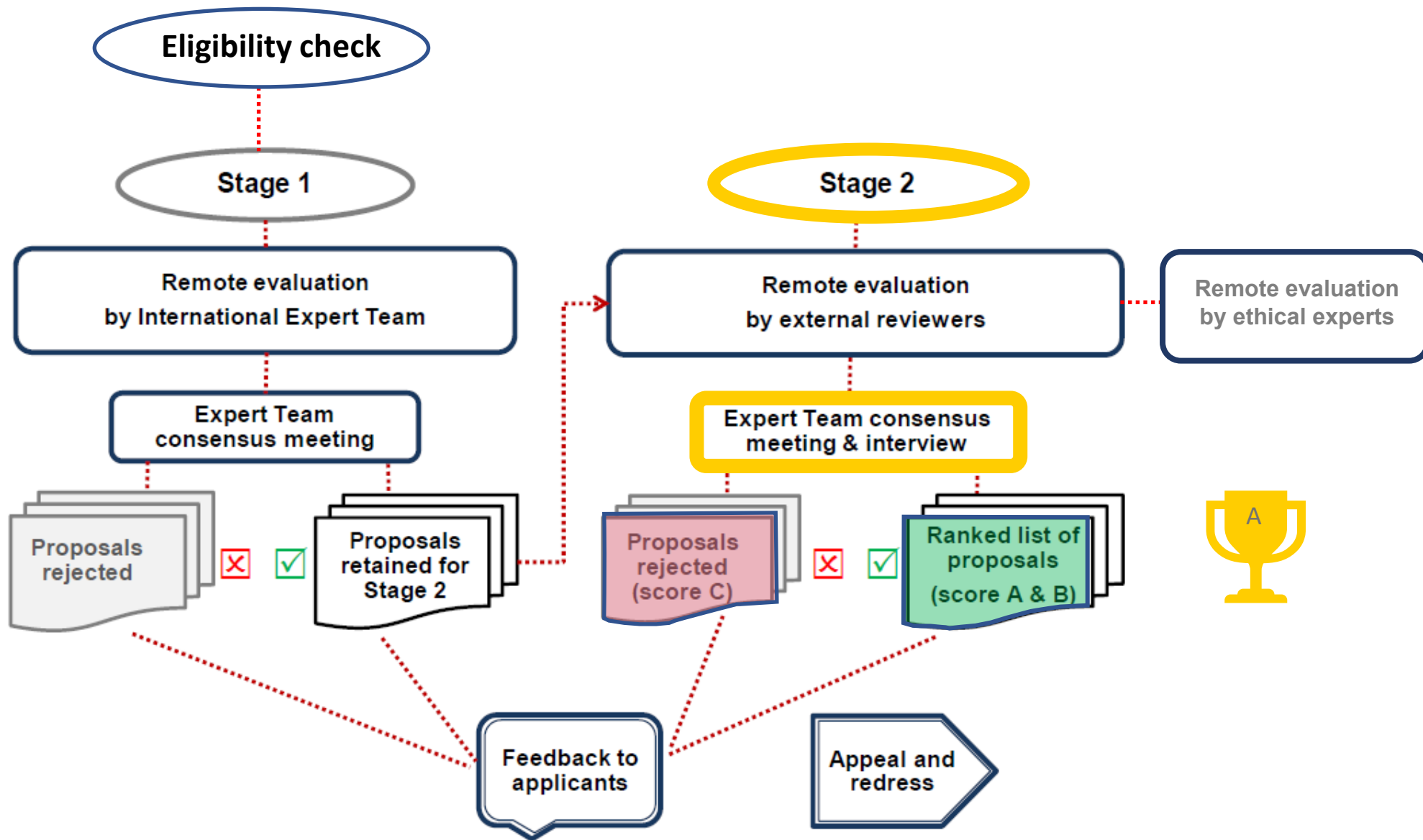
# Proposal Evaluation Process



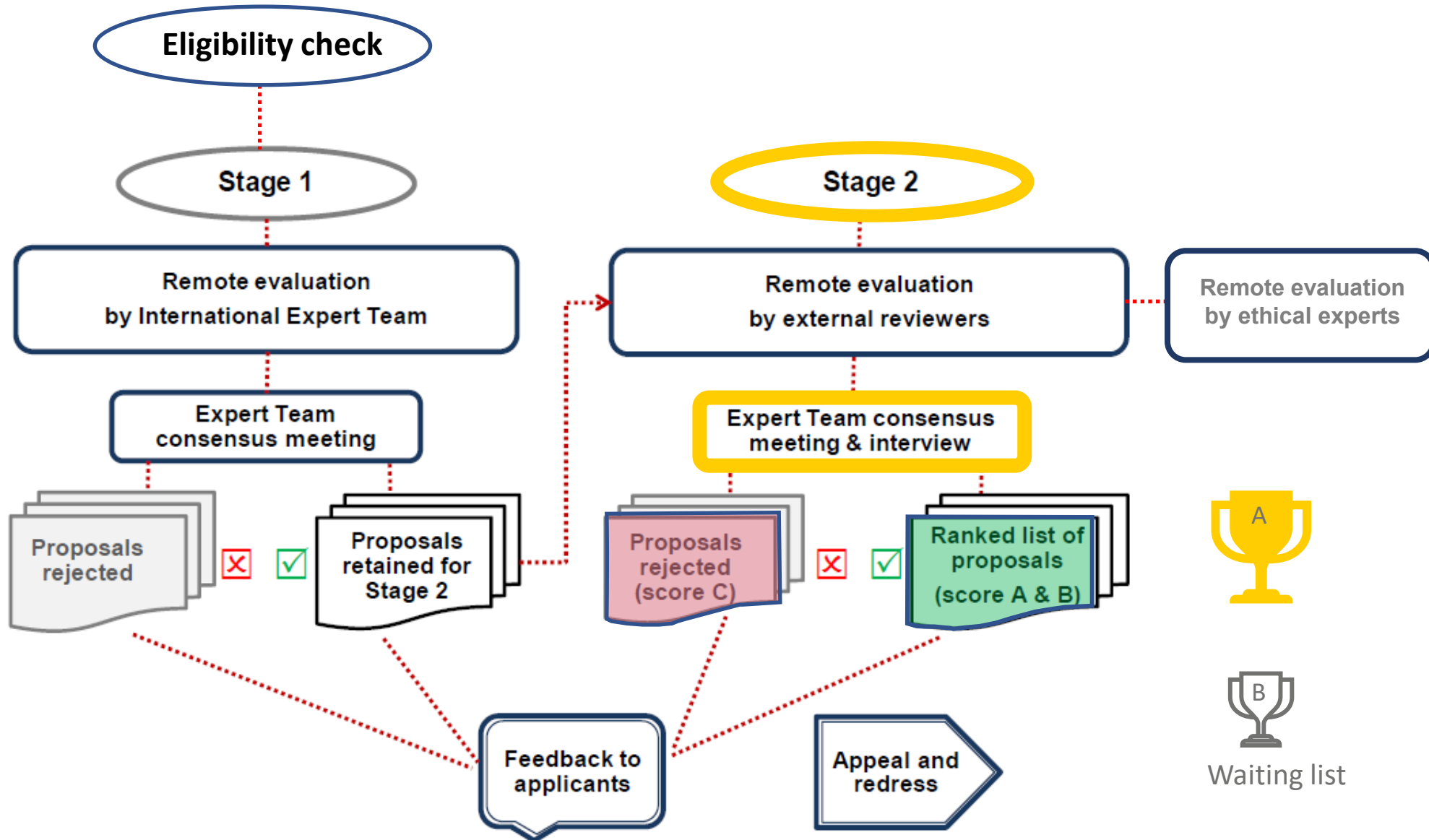
# Proposal Evaluation Process



# 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

- *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.*

### 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 ACHIEVEMENTS OF THE APPLICANT (PRINCIPAL INVESTIGATOR)**

*Has the academic and research track record been prepared in a reliable manner? Evaluation of qualifications and achievements of the applicant (principal investigator) presented in the section “Academic and Research Track Record”, taking into account: 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,*
- *presentations to internationally established conferences, including invited talks,*
- *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? Qualifications and achievements of the mentor presented in the section “Academic and Research Track Record” 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.**

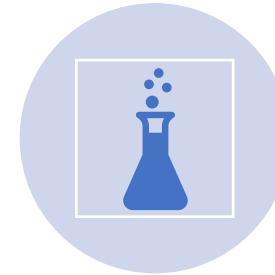
# Proposal Evaluation Criteria

## 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,*



*Quality 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 ACHIEVEMENTS OF THE APPLICANT **(25%)**

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

C2. EXCELLENCE AND APPROPRIATENESS OF THE HOST INSTITUTION **(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.

## Three International Expert Panels:



### 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 (I<sup>st</sup> stage of the evaluation proces),
- select applications to II<sup>nd</sup> 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.

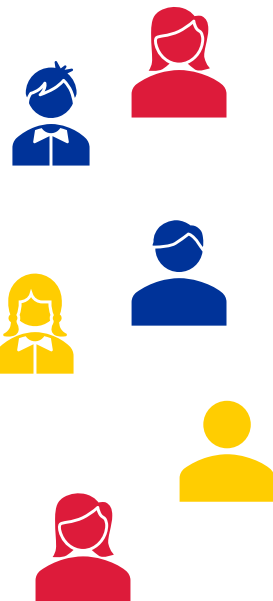


# Experts & Reviewers

## Experts:



## Reviewers:



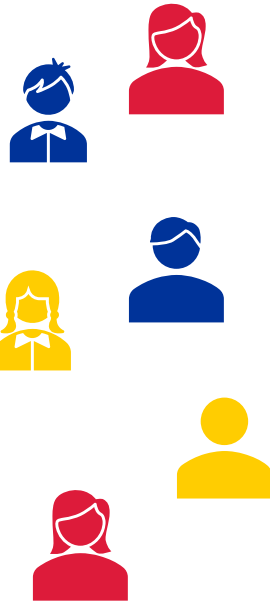
- selected by the Expert Team Members,
- specialists in the subjects of proposals,
- prepare individual assessments of applications (II<sup>nd</sup> stage of the evaluation proces),
- Not participate neither panel meetings nor interviews with applicants,
- act according to the Code of Ethics for Experts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

# Experts & Reviewers

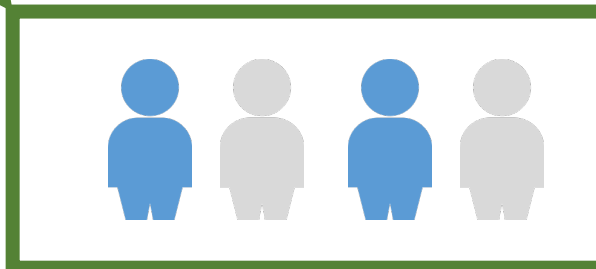
**Experts:**



**Reviewers:**



**Ethical Experts:**



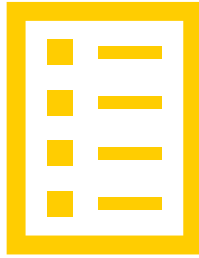
- selected by the NCN Council,
- evaluate ONLY ethics issues of proposals (II<sup>nd</sup> stage of the evaluation proces),
- conduct interviews with candidates,
- act according to the Code of Ethics for Experts of the National Science Centre.



# Interview

- during the second stage of the assessment,
- remotely via telecommunications tools (in English),
- duration about 20-30 minutes (10 minutes presentation + 10 minutes discussion with Expert Team Members and (if qualified, up to 10 minutes discussion with Ethical Experts)
- time for applicant to answer critique points from the reviews
- planned for May 2023

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



## Results in POLONEZ BIS 3 call

- Ranking list will be published no later than in the first half of June 2023
- 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 2 might be re-submitted in POLONEZ BIS 3 call



## 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.

## PI'S SALARY - MOBILITY ALLOWANCE

Q Which positions does "mobility allowance" include? Is mobility allowance necessary, if I change the country of living?  
Is this money only for a travel from your home country to Poland or for a travel to a second institute and conference?

A Mobility allowance is an element of the salary of the POLONEZ BIS Principal Investigator. Together with the living allowance, it will be paid as a lump sum to all POLONEZ BIS Fellows. You cannot decide not to claim it – it will be automatically pre-filled in the proposal budget. The aim of this allowance is to compensate the PI for the differences in the cost of living after moving to Poland – as it is obligatory for all funded PIs to move to Poland for 2 years.

The decision how the Fellows spend their salary depends entirely on them. The NCN never asks PIs to report what their salary was spent on.

## PI'S SALARY - FAMILY ALLOWANCE

Q Can the family situation be updated after the project has been approved? E.g., if kid will not be born by the application deadline, can family allowance be requested later? Does family allowance apply even if the applicant's spouse gets a job in PL? (1 child)?

I'm divorced from 2014. I live from 2015 with my ex- husband and we 'would like to be together if I'm wining the scholarship. Can he be elegible to profit from the family mobility allowance?

A Eligibility for family allowance is determined at the call submission deadline and will not be revised during the fellowship. The payment of the family allowance depends on the PI's declaration in their proposal that their spouse/partner and/or child/children will relocate to Poland **together with them for at least 3 months** during the project funding term. You can still apply for the family allowance if your spouse/partner is planning to get a job in Poland, if you are expecting the child to be born after the application deadline. The NCN does not ask the Fellows to provide birth certificates, or any documents that confirm your marital/partnership status. All you need to do is answer a Yes/No question in the proposal - if your spouse/partner/children will join you in Poland for more than 3 months during the implementation of your project.

## PRINCIPAL INVESTIGATOR – ELIGIBILITY CRITERIA

**Q Does the Diploma of Candidate of Sciences (adequate to Dr) obtained in Ukraine in 2008 have to be nostrified for POLONEZ BIS 3 or it is sufficient just to copy and translate it?**

**A** NCN does not require diploma nostrification at the proposal submission stage, so it is enough to upload a copy and its translation into Polish or English. During the formal eligibility check the NCN will accept the Diploma of Candidate of Sciences as equivalent to PhD. Nostrification may be necessary to sign the job contract. If you not sure if your diploma or degree is recognized in Poland, please ask your Host Institution and/or 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>.

**Q Would you accept applicants who will not have a PhD upon submission but upon the start of the project?**

**A** Yes, if you do not have a PhD degree by 15 December 2022, you can apply as a person without the PhD but you will have to document at least 4 years of full-time equivalent 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 in 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.

If the project is granted and by then you already have your PhD, you will be able to change your data in the electronic submission system (OSF).



## PRINCIPAL INVESTIGATOR – ELIGIBILITY CRITERIA

Q Is a previous CoFUND fellow eligible to apply? Can a previous H2020-MSCA fellow become eligible for this call?

A Yes, if it was a co-fund different from POLONEZ or POLONEZ BIS programmes and if that co-fund project was not carried out with a Polish institution. Generally, if you meet the other conditions (experience, mobility), you should be eligible.

Q Can the previous Lane Kirkland Program Fellows to apply for POLONEZ BIS 3?

A Yes, you can apply for POLONEZ BIS 3. Generally, if you meet the other conditions (experience, mobility), you should be eligible.

## PRINCIPAL INVESTIGATOR – ELIGIBILITY CRITERIA

**Q** Is it possible to apply to POLONEZ BIS 3 and later apply to another NCN scholarship (such as Sonatina)?

**A** Yes, it is possible. In fact we encourage you to apply for other NCN grants as follow-up to POLONEZ BIS. It takes time to get the next grant so hopefully your POLONEZ BIS and another NCN grant will not overlap. If they do, you will not be able to get the full-time salary from both grants. But you can always apply.

All NCN proposals ask 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 any 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.

## PRINCIPAL INVESTIGATOR – ELIGIBILITY CRITERIA

Q Can I apply for POLONEZ BIS 3 if I am accepted to work at the University, which is supposed to be a host institution on October 5, 2022? Can I choose another host institution for my application?

A If you are accepted to work on the basis of an employment contract (not a civil law contract), you will not be able to apply for POLONEZ BIS 3 at this institution.

You can take the employment contract at the University in October, but your POLONEZ BIS proposal will have to indicate a different host institution. Please note that if your grant is funded, you will have to change your institution because you will not be able to have two jobs at two different institutions at the same time.

Q If I was a visiting researcher at my planned host university for 12 months from October 2021 to September 2022, but I was not employed, can I apply?

A If there was no employment contract, generally you will be able to choose this university as your host institution. As for 12 months, if you did not stay in Poland for more than 12 months in the 3 years immediately before the date of call launch (i.e. between 15 September 2019 and 14 September 2022), you are eligible under the mobility criterion.

## PRINCIPAL INVESTIGATOR – ELIGIBILITY CRITERIA

Q I have a chance to start working at the host institution before the decision on grant proposal will be available (but after the application deadline). Will I be able to continue working at the host institution if I receive the Polonez grant?

A You will be eligible to apply with this host institution because your employment will not start before the 15 December 2022. If your employment starts later on and then you receive the POLONEZ BIS funding decision, you can continue working at the host institution but your tasks will have to change. The usual practice in such cases is to sign an annex to the previous contract of employment and devote your time exclusively to POLONEZ BIS tasks.

Q If I recently (in April) started an adiunkt position in Poland (coming from abroad), am I eligible for Polonez and does it make sense to apply??

A You are eligible if you have not resided, studied or been employed in Poland for more than 12 months in the last 3 years before the call launch (i.e. between 15 September 2019 and 14 September 2022). If you have only been in Poland since April 2022, there is no mobility issue. However, your present employer cannot be your POLONEZ BIS host institution.

## PRINCIPAL INVESTIGATOR – ELIGIBILITY CRITERIA

Q I am 72, retired Professor Emeritus. Does it make sense to apply ?

A You can still apply because there is no age limit in the POLONEZ BIS programme. The Call is addressed to researchers at any career stage, regardless of age. Applicants are required to hold a PhD degree or at least 4 years of full-time, documented research experience. However, you have to consider the Career Development Plan and the fact that experts are going to look at how the grant will impact on your future career. This might be more challenging for a researcher with a well-established position in the scientific community. On the other hand, a researcher with greater experience will be able to demonstrate more impact in another evaluation criterion, concerning mutual gain from transfer of knowledge and expertise between the host institution and the applicant. In any case, it will be up to the experts and reviewers to make the final decision during the evaluation process.

## PRINCIPAL INVESTIGATOR – ELIGIBILITY CRITERIA

- Q I finished my PhD in 2010. I was doing research until 2017. Since then I am a teacher and want to come back to research. Am I eligible for POLONEZ BIS 3 ?
- A You meet the experience requirement – you are a PhD holder. You are eligible if you also meet the mobility requirement (you have not resided, studied or been employed in Poland for more than 12 months between 15 September 2019 and 14 September 2022), and if you authored or co-authored at least 1 research publication within 10 years before the call launch. There is a part in the proposal where you describe your CV – this is where you should explain your teaching career. Also, in the *Preliminary Career Development Plan* where you describe your goals – you can refer to your plan to come back to research and how POLONEZ BIS will help you to reestablish yourself as a researcher.

## HOST INSTITUTIONS

Q Do we need to select the host only from the list given?

A The list given in the call text does not refer to any particular institution, it is a list of different types of institutions. The host institution must be of a type that is given in the list.

Q Can some budget be applied for developments of the Host Institution?

A The Host Institution can receive indirect costs of up to 20% of direct costs that may be spent on costs that are related indirectly to the research project. HI must reach an agreement with the Principal Investigator on how to use at least 25% of the amount of indirect costs actually accrued in the project. For more details read Annex 3 to NCN Council Resolution on POLONEZ BIS 3.

Q Can the PI recruit co-investigators who are not members of the host institution or not living in Poland/Europe?

A Yes, the PI can recruit co-investigators, from Poland or abroad, needed for the specific research tasks under the project. To receive payment for their work they will have to sign an agreement with the host institution.

## HOST INSTITUTIONS

Q Does the host institution have to fill out any documents related to the application process?

A Yes, the proposal contains two documents dedicated to the host institutions: the Host Institution Capacity Form and Declaration of the Mentor. These two documents are mandatory for all host institutions. Host institutions which are not from the public sector must also complete additional documents related to [state aid](#).

Q How can I know if the requested funding constitutes state aid? Is there a free form for a declaration related to state aid rules? Shall it be submitted as additional files from the PI and the Institution representative?

A To confirm if the funding from NCN constitute state aid, you should contact the prospective host institution. In the online proposal, if the answer to the state aid question is „no”, the institution does not have to submit additional documents. If the answer is "yes" the Electronic Submission System (OSF) will generate templates of all necessary documents and provide instructions on how they should be signed. Generally speaking, NCN funding does not constitute state aid for public universities or research institutes.



## ETHICAL ISSUES

Q Could the medical project with examining of the patients take part in POLONEZ BIS?

A Yes, all medical studies / experiments are invited to be submitted in the call, as long as they do not have a commercial use. The non-commercial character of medical trials should be explained in the dedicated section of the ethics form.

Q „Ethical issues: Description of the measures taken to ensure that the research will be carried out in compliance with the rules of good scientific practice in the given field/discipline. Information on any permissions already issued or description of how the relevant requirements will be fulfilled.” The Institute I am planning to do the research has all the permissions for scientific research, including GMO, shall apply for such permissions individually?

A In this section of the proposal form you should include all information relevant for this project. All needed ethical permissions or approvals should be listed in this section. If a research task requires additional approvals, the proposal should include this information. In the case of doubts, please ask the prospective host institution for support.

## PROPOSAL - collaboration

Q Is it possible, under the POLONEZ BIS, to continue a participation in the collaboration/project which I am working on at current institution?

A The answer depends on the nature of the current collaboration, e.g. if the applicant works in the institution based on the employment contract under Polish Labor Code, the institution will not be eligible as his/her host institution. In this and other similar cases we would recommend contacting us and providing more details.

Q In case of planned collaboration with researchers within the EU, are the letters of intent required at this stage?

A No, letters of intent are not required.

Q Can I include the funds/salary for post-doc(s) from other countries in the proposal?

A POLONEZ BIS doesn't have a separate post-doc position. A researcher who meets the definition of a post-doc can be hired as a co-investigator.

## PROPOSAL

Q Does the publication require that the PI was first author?

A No, the PI can also be a co-author.

Q How many people can be involved in one team of the project?

A There is no fixed limit to the size of the project team. However, there is a 100 000 euro cap on other costs of research which also cover the costs of the salaries paid to the members of the project team. Please also note that the role of each research team member should be well justified in the proposal.

Q Do I have to be in Poland at the time of application?

Q No, you don't.

Q Is there any proposal template for POLONEZ BIS 3 like MSCA Proposal to follow or just simply upload PDF files.

A The call announcement shows the [proposal template in PDF](#), the [Guide for Applicants](#) has a checklist on page 14 with the list of all sections of the proposal and information about additional supporting documents. POLONEZ BIS proposal has to be completed online in the [Electronic Submission System \(OSF\)](#).

## MENTOR

Q Can the Mentor in POLONEZ be the PI in other project (e.g. OPUS) at the same time?

A Yes, they can.

Q How will Mentor's relatively low h-index (more technology oriented) impact the project evaluation?

A The Hirsch Index is not taken into consideration in the evaluation process. NCN calls and proposals do not ask researchers to provide h-index at all. The fact that Mentor's career has been more technology-oriented will be evaluated in reference to the thematic scope of the proposal and the PI's goals described in the Career Development Plan.

## Project implementation – start date

Q Can the project commence in 2024 instead of September/October/November 1, 2023?

A At the proposal submission stage we ask PI's to choose between these three dates in order to calculate the salary of the PI. After the funds are granted, NCN will be flexible about changing the start date, if we receive a well motivated request. If there are research-related reasons why your project cannot start in autumn, please contact the POLONEZ BIS Coordination Team with your request.

Q After selection of grant how many days you give for joining?

A The funding decisions will be issued no later than 15 June 2023 – you will then have 2 months , to prepare, sign and send back the draft of the funding agreement to NCN. The project will start on the date indicated in the proposal.

## Project implementation – PI's employment at the Host Institution

- Q I have PhD from Czech Republic (2010) and 7 years post-doc experience in 4 different countries. Which position could I have if I win the POLONEZ BIS 3? Assistant Prof. or Post-doc?
- Q What position should the PI be employed at? Post-doc? Assistant Prof?
- Q Which position is given to selected candidate, is it Post-doc fellow or Scientist?
- A NCN would normally refer to you as the MSCA POLONEZ BIS Fellow, but the name of the actual position that you are given at the host institution would depend to a large extent on its internal regulations – generally, it would be a research position.
- Q Is POLONEZ BIS Fellow required to teach? Can the host institution make the fellow take up teaching duties?
- A POLONEZ BIS Fellows are not required to teach, the host institutions are not allowed to make them do anything which is not part of the research and training activities related to the project's implementation. Teaching tasks may be undertaken during POLONEZ BIS funding term if the Fellow feels that they develop him/her as an academic. In terms of payment, your POLONEZ BIS employment contract is solely for doing research, but if you agree to teach, you may take up some teaching and sign an extra civil-law contract for a module or two if you so choose.

## Budget/eligible costs

Q My research will require national travel around Poland as part of my field work. I am not planning on having a car, would an estimate of train/bus tickets be appropriate?

A Yes, it is possible to plan costs of fieldwork trips (i.a. train/bus tickets) 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 3.](#)

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.

## Call – general questions

Q If it turns that I will not win this grant, will it be possible to apply for Polones Bis 4?

A No, we only have 3 Calls in this MSCA POLONEZ BIS grant. It is quite possible that in 2 years time we will be able to win another grant and then perhaps there will be some continuation of the programme. If you do not win POLONEZ BIS 3 grant you may always apply to other NCN's funding instruments, such as OPUS, SONATA, SONATA BIS – depending on your career stage, more information on NCN funding opportunities: <https://www.ncn.gov.pl/en/finansowanie-nauki/konkursy/typy>.

Q Can POLONEZ BIS fellow simultaneously or just after receiving the fellowship apply for other grants? For instance to fund additional person?

A You may apply simultaneously for other grants as a PI yourself, but double funding of the same tasks is forbidden. Therefore, if you receive funding for the same research from other sources, you will have to decide which funding you accept. Applying to another funder at the same time will not affect the evaluation of your POLONEZ BIS proposal.

Co-investigators who work on POLONEZ BIS project as research team members should either be funded from POLONEZ BIS, or assigned to the grant without remuneration (e.g. because the host institution already employs them and pays their salaries from its own budget).



## Call – general questions

Q Can we check previously successful proposal open access ? is there any site to check these projects?

A NCN does not publish the entire proposals qualified for funding in its calls. An abstract for the general public is published when the call results are announced - see the [POLONEZ BIS 1 results](#).

After the funding agreement is signed, the basic information about each project is available in the [project database](#), which you can filter according to selected

- 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.

## Call – general questions

Q How many people will be accepted into this fellowship?

A In total, for all three POLONEZ BIS Calls, we have 120 research positions to offer. We have already filled 50 in POLONEZ BIS 1, the evaluation of proposals in POLONEZ BIS 2 is still in progress, so the answer also depends on how much money we have left after we complete it. With the budget we currently have for POLONEZ BIS 3 Call (EUR 5,8 M) we should be able to fund up to 30 grants.

Q How high are the chances to get the grant in linguistics?

A Linguistics is on the list of [NCN panels](#) – altogether in 10 years of NCN's operation we funded over 1000 grants that put linguistics in keywords, in the previous MSCA POLONEZ (2015-2021) we had 3 grants within the linguistics area, as for POLONEZ BIS 1 we already have 2 linguistics-based projects.

You may check all the NCN-funded projects in this database: <https://projekty.ncn.gov.pl/en/>.

## Networking

Q Is there any international speaker? Or someone who is not Polish and could say about the living experience in Poland as non Polish native?

A Unfortunately, with this webinar we did not have guests that are not Polish, but the recordings of our previous webinars – with guest appearances of POLONEZ Fellows who are non-Polish citizens – are available on [NCN's YouTube channel](#):  
[POLONEZ BIS 2 – Webinar for Applicants with guest appearance of MSCA POLONEZ 3 Fellow Marco Costantini](#)  
[POLONEZ BIS 1 – Webinar for Applicants with guest appearance of MSCA POLONEZ 2 Fellow Sergey Samsonov](#)  
Each recording links to the PDF of the presentation where you can find e-mail addresses of the guest Fellows.

Q It would be nice to meet with other POLONEZ fellows in biology, chemistry and physics to cooperate. Do you organize such meeting regularly?

A We have a kick-off meeting planned for each group of Fellows recruited in three POLONEZ BIS calls, we are also planning to have a conference – POLONEZ BIS Fellows' Forum in 2024 when all the Fellows are already in Poland. During the training sessions we are also going to organise special networking events. If POLONEZ BIS Fellows want to meet, this can always happen with or without NCN, as you please.

## Technical issues – OSF system


- Q Please tell the correct option to choose while creating OSF Account. PhD holder can choose Philosophiae doctor to register themselves as rest options only either bachelor or other options.
- A While creating (registering) the account in the OSF system, you do not need to choose an academic degree/title (you may do so, but it is not required). However, while completing the Principal Investigator's details in the proposal, you should select your academic degree/title from the drop-down list. You may update both the OSF account details and the PI's details later on during project implementation.

## Other


Q Do we need to submit NOC certificate if we are working?

A NCN does not require the No Objection Certificate. As far as we know Polish embassies or consulates do not require it either.

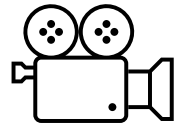
# POLONEZ BIS 3 – are YOU ready to apply?



The National Science Centre has a proven record in successful 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!**

[www.polonezbis.eu](http://www.polonezbis.eu)

[polonez@ncn.gov.pl](mailto:polonez@ncn.gov.pl)

<https://www.linkedin.com/company/polonez-bis/>