



Fundusze Europejskie  
dla Rozwoju Społecznego



Rzeczpospolita  
Polska

Dofinansowane przez  
Unię Europejską



## PROJECT REGULATIONS No. BPI/WUE/2024/1/00010

Project title:

**Support for the implementation of joint activities within the framework of the  
European University EURECA-PRO**

### S1

#### General Information

1. These Regulations, hereinafter referred to as the “Project Regulations”, define the rules of recruitment and participation in the project titled “*Support for the implementation of joint activities within the framework of the European University EURECA-PRO*”, implemented under the “Support for European Universities – 2024 call” Programme organized by the Polish National Agency for Academic Exchange (NAWA), under contract no. BPI/WUE/2024/1/00010/U/00001, hereinafter referred to as the “Project”.
2. The purpose of the Programme is to support the internationalization of higher education and science institutions by promoting synergistic and complementary actions within international academic partnerships under European University alliances. The main objective of the Project is to increase internationalization and improve the competencies of the academic community at the Silesian University of Technology through financial support for mobility and increased participation in joint initiatives within the EURECA-PRO consortium.
3. The Project activities are funded by the European Union under the project titled “*Support for European University Alliances*”, project no. FERS.01.05-IP.08-0219/23 (FERS Projects).
4. The Project is implemented by the Silesian University of Technology, located in Gliwice, 44-100, Akademicka 2A Street.
5. Project implementation period: from 01.10.2024 to 30.09.2026.
6. The Project is carried out in accordance with the equality principles applicable to EU funds for the years 2021–2027.
7. Participation in the Project is free of charge and voluntary.
8. Definitions used in the Regulations:
  - Beneficiary – Silesian University of Technology, Gliwice.
  - Project – project no. BPI/WUE/2024/1/00010 titled: “*Support for the implementation of joint activities within the framework of the European University EURECA-PRO*”, selected for funding under the “Support for European Universities – 2024 call” by NAWA.



- Project Participant – a natural person identified as a recipient of Project activities who directly benefits from the support (e.g. scholarship holder, staff member whose participation costs in educational activities were covered).
- Competencies – confirmed abilities to apply knowledge and personal, social, and methodological skills in work or education contexts and during professional and personal development.
- Personal data – as defined in Regulation (EU) 2016/679 (GDPR).
- GDPR – Regulation (EU) 2016/679 of the European Parliament and of the Council.
- Project Office – International Relations Office, Silesian University of Technology, Akademicka 2A, rooms 293 or 299, Gliwice.
- Project Website – [portal.polsl.pl/support4eui](https://portal.polsl.pl/support4eui)
- Project e-mail – Support4EUI@polsl.pl (all project-related correspondence and documentation must be submitted via this email).
- Recruitment Documentation – complete set of application documents required for participation, available on the Project Website.
- Short-term academic exchange – inter-university mobility conducted in physical, virtual, or hybrid format.
- PwD – persons with disabilities.
- Recruitment Committee – appointed to verify and approve recruitment documents and qualify participants.
- Evaluation Committee – appointed to verify and approve documentation related to participation settlement and evaluation.

## §2

### Forms of Support Provided in the Project

1. The Project offers support in the form of funding for academic mobility within the EURECA-PRO European University alliance. The financial support is provided as a lump sum.
2. The funding rules are defined in the Project Agreement and published on the Project Website.
3. Forms of mobility supported by the Project include:
  - collecting materials for a PhD thesis or scientific article,
  - active participation in international conferences,
  - improving competencies of students, doctoral candidates, and staff of the Silesian University of Technology through short-term educational activities (e.g. Staff Week, PhD Journey, STEM Contest, Summer/Winter School, Workshop, International Week),
  - using or testing unique research equipment or artistic instruments,
  - conducting archival or library research,



- teaching academic classes,
  - participating in the preparation of international grant applications,
  - and other activities aligned with the Project's goals.
4. Support will be granted until the Project's budget limit is reached
  5. Each participant can receive support from the Project only once.
  6. The Project may provide support for persons with disabilities (PwD) through financing costs related to their needs using the mechanism of reasonable accommodations.

### **§3**

#### **Conditions for Participation and Recruitment Rules**

1. A Project Participant may be a person who, on the day of signing the "Declaration of participation in the project", expresses the willingness to join the Project and meets the requirements of the Target Group specified in the project application and these Regulations with respect to the task for which support may be granted.
2. During the recruitment process, the principles of equal opportunities and non-discrimination are observed, including accessibility for persons with disabilities and gender equality. Recruitment will be adjusted to meet the needs of persons with disabilities. All activities within the Project will include support adapted to the specific needs of persons with disabilities.
3. The recruitment procedure consists of the following stages:
  - 3.1. submission of the application to participate in the Project via the registration form available on the Project Website,
  - 3.2. formal assessment – checking the correctness and completeness of submitted recruitment documents,
  - 3.3. substantive assessment,
  - 3.4. submission of documents specified in §3 point 6,
  - 3.5. qualification decision by the Recruitment Committee based on the selection criteria specified in §3 point 8,
  - 3.6. preparation of a list of qualified participants and a reserve list. Information about qualification will be sent individually via email to the address provided in the application form. Information regarding inclusion on the reserve list and placement will also be sent individually,
  - 3.7. additional calls until the required number of participants is achieved.
4. Target Groups of Participants:
  - 4.1. Group 1 (GD1): Students enrolled in first- or second-cycle studies or long-cycle Master's programmes at the Silesian University of Technology,
  - 4.2. Group 2 (GD2): Doctoral candidates at the Silesian University of Technology,
  - 4.3. Group 3 (GD3): Staff employed at the Silesian University of Technology, including:



- 4.4. academic teachers, researchers, and research-technical staff,
- 4.5. non-academic staff, if their participation in the project is substantively justified.
5. Participant recruitment will be conducted in successive rounds until funds or available places are exhausted. Mobility supported under the Project must be completed no later than July 31, 2026, which determines eligibility and receipt of support.
6. To join the Project and receive support, relevant documents for each Target Group must be completed and submitted via email to the Project Office no later than 14 days before the planned mobility begins.
7. Required documents:
  - a) Students (Target Group 1 – GD1):
    - Application form – an electronic form of the Silesian University of Technology available on the Project Website,
    - FERS Project Participant Declaration – an electronic form provided by NAWA,
    - Scan of a certificate confirming student status, issued and confirmed by the appropriate Student Service Office for the field of study at the Silesian University of Technology,
    - Application for mobility and agreement – template from the Rector's Ordinance on foreign travel (attached to the delegation in the SOD system),
    - Delegation cost estimate – template from the Financial Department (attached to the delegation in the SOD system),
    - Scan or electronic confirmation of qualification for the short learning format,
    - Scan of the signed Mobility Agreement,
    - Statements confirming awareness of personal data processing policies (by the Silesian University of Technology, NAWA, and FERS).
  - b) Doctoral Students (Target Group 2 – GD2):
    - Application form – an electronic form of the Silesian University of Technology available on the Project Website,
    - FERS Project Participant Declaration – an electronic form provided by NAWA,
    - Scan of a certificate confirming doctoral student status, issued and confirmed by the Doctoral School of the Silesian University of Technology,
    - Application for mobility and agreement – template from the Rector's Ordinance on foreign travel (attached to the delegation in the SOD system),
    - Delegation cost estimate – template from the Financial Department (attached to the delegation in the SOD system),
    - Scan or electronic confirmation of qualification for the short learning format,
    - Scan of the signed Mobility Agreement,
    - Statements confirming awareness of personal data processing policies (by the Silesian University of Technology, NAWA, and FERS).
  - c) Employees of the Silesian University of Technology:



- Application form – an electronic form of the Silesian University of Technology available on the Project Website,
  - FERS Project Participant Declaration – an electronic form provided by NAWA,
  - Delegation cost estimate – template from the Financial Department (to be attached in the SOD system),
  - Scan or electronic confirmation of qualification for the short learning format,
  - Application for mobility – template from the Rector's Ordinance on foreign travel (attached to the delegation in the SOD system),
  - Scan of the signed Mobility Agreement,
  - Statements confirming awareness of personal data processing policies (by the Silesian University of Technology, NAWA, and FERS).
7. After the support is completed, the Participant is required to:
- 7.1 Complete a questionnaire describing the competencies acquired during the mobility – electronic form – all Target Groups, within 14 days after the end of the mobility;
- 7.2 Within 14 calendar days after the end of the mobility, send the following documents to the Project's email address:
- Scan of the signed cost settlement form – template from the Financial Department,
  - Scan of the signed document confirming completion of the short learning format.
8. The Recruitment Committee qualifies Participants for training/courses based on the following criteria:
- 8.1. Formal criteria as described in §2, point 2,
- 8.2. Mandatory criteria applying to all external forms of support: the partner university, duration, and objective of mobility must comply with the assumptions of the Project (0–5 points),
- 8.3. Point-based criteria:
- Possibility of applying the acquired competencies/qualifications in current or future teaching activities (1 point),
  - No participation in other skills-development projects at the Silesian University of Technology within the last 12 months (1 point).
- 8.4. In the event of a tie in points, the order of applications will determine qualification.

## **§4**

### **Rights and Obligations of Project Participants**

1. Participation in the Project is free of charge, voluntary, and based on the recruitment procedure.
2. Each Participant has the right to:
  - participate free of charge in the selected form of support offered under the Project,



- provide feedback and evaluate the forms of support in which they participated.

1. Each Participant is obliged to:

- complete their support activity no later than July 31, 2026 (inclusive),
- settle the financial aspects of their participation no later than August 31, 2026 (inclusive),
- comply with the provisions of the Project Regulations,
- follow the internal rules and regulations of the Silesian University of Technology and of partner institutions visited,
- actively, timely, and consistently participate in the selected support activity,
- complete evaluation surveys and provide information necessary for monitoring and evaluation of the Project, including after the conclusion of participation, and accept that data may be shared with the Managing Authority, Intermediate Body, or other controlling institutions overseeing the correct use of EU funds, as well as any individuals or entities appointed by them,
- submit all required documents as specified by the Project in a timely manner,
- promptly report any events that may hinder further participation in the Project,
- promptly notify any changes to data provided in the Project documentation (e.g. application documents),
- declare that they have read and understood the Project Regulations,
- declare that they have read and understood the GDPR clauses,
- confirm that the information provided during the recruitment process is accurate and acknowledge criminal liability for providing false data.

## **§ 5**

### **Resignation from Participation in the Project**

1. The Participant has the right to resign from participation in the Project within 7 working days from receiving information about being qualified for the Project.
2. The Participant is obliged to submit a written resignation statement to the following email address: Support4EUI@polsl.pl within 7 working days from the occurrence of the reason for resignation.
3. In the event of the Participant's resignation from the Project without justified reason, or removal from the list of Project Participants due to non-compliance with the provisions of this Regulation, the Participant may be charged with the costs incurred by the University in connection with their participation in the Project. The final decision regarding the reimbursement of incurred costs will be made on a case-by-case basis, depending on the specific circumstances.
4. If the planned mobility does not take place under the support provided, the Participant is obliged to return the funds received from the Project within 14 days from the scheduled end date of the activity, to the Project's bank account.



Fundusze Europejskie  
dla Rozwoju Społecznego



Rzeczpospolita  
Polska

Dofinansowane przez  
Unię Europejską



## **§ 6**

### **Final Provisions**

1. In matters not covered by this Regulation, generally applicable laws shall apply, in particular those concerning the implementation of projects co-financed by the European Union.
2. The Beneficiary reserves the right to amend the Regulation at any time. Amendments to the Regulation shall take effect from the date of their publication on the Project website.
3. All recruitment documents submitted to the Project Beneficiary by the Participant are non-returnable.
4. The Regulation is valid from July 15, 2025 until the end of the Project.
5. The current version of the Regulation is available at the Project Office and on the Project website.

Gliwice, 15.07.2025

Signature of the Project Manager