

REGULATIONS ON THE PAYMENT OF MOBILITY LUMP-SUM ALLOWANCES AND SCHOLARSHIPS

§1

General Provisions

1. Project Participants are granted lump-sum allowances for subsistence and accommodation, travel lump-sum allowances, and mobility scholarships financed under the project “Green Wrocław University of Science and Technology in Unite!”, implemented within the NAWA Programme “Support for European Universities - 2025”. The Programme is funded by the European Union from the European Funds for Social Development 2021-2027 (EFSD) under the project titled. Support for alliances of European Universities with the number FERS.01.05-IP.08-0219/23.
2. A project participant is an individual directly benefiting From support under the Project as defined in §2 and §4 of the Project Regulations.
3. Travel lump-sum allowances, lump-sum allowances for subsistence and accommodation, and mobility scholarships are granted in connection with mobility carried out as part of the Forms of support aimed at the acquisition of competencies or qualifications.
4. Mobility refers to a Participant's travel to a country other than where their university is located, for the purpose of participating in a Form of support.

§2

Rules for granting travel, subsistence and accommodation lump-sum allowances and mobility scholarships

1. A Project Participant participating in a Form of support involving mobility and aimed at the acquisition of competencies or qualifications receives financial support calculated on the basis of fixed lump-sum rates under the following three categories:
 - a. travel costs;
 - b. subsistence and accommodation costs in the destination country, including travel days;
 - c. mobility scholarship.
2. Travel lump-sum allowances, subsistence and accommodation lump-sum allowances, and mobility scholarships are granted to participants in the following Forms of support under the Project:
 - a. Blended Intensive Programmes (BIPs) implemented under Task 1;
 - b. workshops implemented under Task 5;
 - c. summer schools, which may also be delivered outside the summer vacation period in accordance with the Project schedule, implemented under Task 6;
 - d. international conferences implemented under Task 7;
 - e. workshops, micro-credentials and implemented under Task 9.
3. For travel lump-sum allowances, financial support is calculated as follows:
 - a. for mobility to or from Poland, in accordance with the rates specified in section 6.9.15 of the Beneficiary Guide, available on the Project website. The rates apply to an international return journey;



- b. for mobility between other countries, in accordance with the rates specified in section 6.9.16 of the Beneficiary Guide, available on the Project website. The rates apply to an international return journey.
4. For subsistence and accommodation lump-sum allowances, financial support is calculated in accordance with the rates specified in section 6.9.14 of the Beneficiary Guide, available on the Project website.
5. The amount of the subsistence and accommodation lump-sum allowance depends on the number of days of the Form of support and the country group in which the mobility takes place. The allowance is calculated by multiplying the number of eligible days by the applicable rate, taking into account a maximum of two additional travel days.
6. For mobility scholarships, financial support is calculated in accordance with the daily rates specified below:

Eligible category	Daily rate (PLN)
Student	75
Employee, Doctoral Candidate	125
Person holding at least a doctoral degree or an equivalent degree obtained abroad	250

7. The amount of the mobility scholarship depends on the number of days of the Form of support and the applicable daily rate specified in p. 6. The scholarship is calculated by multiplying the number of mobility days by the applicable daily rate, taking into account a maximum of two additional travel days.
8. The basis for granting lump-sum allowances and mobility scholarships is the conclusion of an agreement with the Project Participant specifying the amount of financial support awarded and the scope of the activity to be carried out in accordance with the rules of the Programme "Support for European Universities - 2025" and the Project Regulations. The agreement is concluded before the commencement of the relevant Form of support. Its template constitutes Attachment No. 1 to these Regulations.
9. Failure by the Project Participant to sign the agreement is deemed a withdrawal from the Project.

§3

Rules for the payment of travel, subsistence and accommodation lump-sum allowances and mobility scholarships

1. The travel lump-sum allowance, the subsistence and accommodation lump-sum allowance, and the mobility scholarship are paid upon completion of the relevant Form of support and after the mobility has been duly completed and accounted for, for which the Project Participant was granted those benefits.
2. A condition for the payment of the travel lump-sum allowance, the subsistence and accommodation lump-sum allowance, and the mobility scholarship is participation in the Form of Support for which the Project Participant has been selected. Where the Project Participant does not participate in all days of the Form of Support, the subsistence and accommodation lump-sum allowance and the mobility scholarship are paid only in the

event of justified absence resulting from unforeseen circumstances. The Project Manager decides on the eligibility of such payment.

3. A Project Participant's participation in a given Form of support is evidenced by documents appropriate to the nature of the activity concerned, as specified in the Project documentation or the requirements applicable to the relevant Form of support, including, in particular, attendance lists, certificates, statements of completion, reports, and documents confirming the completion of the mobility.
4. If a project Participant loses their status before the start of the Form of support or during it, they lose the right to receive the lump sums and the mobility scholarship.
5. Financial support in the form of travel lump-sum allowances, subsistence and accommodation lump-sum allowances, and mobility scholarships is paid by bank transfer to the bank account indicated by the Project Participant, in Polish zloty (PLN).
6. The mobility scholarship is paid in full directly to the Project Participant. The University deducts any taxes, social security contributions or other mandatory charges required under generally applicable law, where such deductions are required by the applicable legal provisions.
7. The lump-sum allowances are not subject to personal income tax.

§4

Final Provisions

1. For the purpose of the proper payment of travel lump-sum allowances, subsistence and accommodation lump-sum allowances, and mobility scholarships at Wrocław University of Science and Technology, it is necessary to process the Project Participant's personal data.
2. The processing of personal data is carried out in accordance with the rules set out in the Agency Beneficiary Guide, available on the Project website, in the section concerning the protection of personal data.
3. The Polish National Agency for Academic Exchange (NAWA) provides the Project Participant with the relevant information clauses at the time of submitting the application forms through the NAWA ICT system. Wrocław University of Science and Technology provides its information clause on the processing of personal data on its website:

<https://biznes.pwr.edu.pl/przetwarzanie-danych-osobowych/>.

§5

Attachment

Attachment No. 1 – Template of the Agreement with the Project Participant