



6. Financing and payment of scholarships for academic staff (STA and STT) and administrative staff (STT) under the Erasmus+ Programme for the academic year 2024/2025

1. The amount of the scholarships is defined by the Erasmus+ National Agency in the document **RULES ON THE ALLOCATION OF FUNDING FOR MOBILITY PROJECTS IN THE HIGHER EDUCATION SECTOR IN THE ERASMUS+ PROGRAMME** for the Call for Proposals 2024. Applies to student and staff mobility projects with EU countries and third countries associated with Erasmus+ (i.e. mobility projects supported by internal policy funds). Available on the Erasmus+ National Agency website https://erasmusplus.org.pl/brepo/panel_repo_files/2022/02/14/ir9cy6/2022-ka131-rules-of-allocation.pdf
2. Approximately 4 weeks prior to the planned date of departure, Academic Teachers/Staff sign an agreement with the home university which is the basis for the Erasmus+ grant. In the case of funding of the trip by the Erasmus Consortium, of which the University is a member, the Consortium Coordinator may be a party to the financial agreement with the beneficiary (after the beneficiary has been nominated by the University for funding by the Consortium).
3. The method of payment of the stipend is agreed by the parties.
4. Staff recruited for the trip on the basis of the recruitment rules will receive a flat-rate subsidy from the funds received from the National Agency, in accordance with the NA Erasmus+ rules above.
5. The University Erasmus Coordinator or the Erasmus Consortium Coordinator shall determine the amounts due as funding on the basis of:
 - number of days of activity and inactivity according to the STA and STT programme,
 - number of days and duration of travel,
 - mode of transport - green travel,
6. If green travel requirements are met, employees are entitled to individual support for subsistence costs for up to 6 additional days (documented by a green travel schedule with tickets or other evidence of long travel). The participant is required to provide a statement of the mode of transport for 'green travel' for 51% of the trip and to provide documentary evidence that such travel has been completed.



For non-Green Travel, the employee is entitled to funding for 2 additional days, one before and one after mobility.

7. The scholarship is a grant and by definition does not have to be sufficient to cover all costs. The scholarship is paid as a lump sum in accordance with the Erasmus+ rules.
8. The amount of the scholarship for university staff can vary, depending on the destination country and the length of stay.

Amount of funding for programme countries (KA131): Teachers/staff

University staff group countries	Daily rate for projects accepted in the 2021 competition for trips lasting no more than 14 days	Daily rate for projects accepted in the 2021 competition for trips of 15 days to 2 months*.
Group 1 - Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway, Sweden and countries in Region 1-12 and 14	180 €	126 €
Group 2 - Austria, Belgium, Cyprus, France, Germany, Greece, Italy, Malta, the Netherlands, Portugal, Spain and the countries of region 13	160 €	112 €
Group 3 - Bulgaria, Croatia, Czech Republic, Estonia, Latvia, Lithuania, Republic of North Macedonia, Romania, Serbia, Slovakia, Slovenia, Turkey, Hungary, Poland	140 €	98 €

** For stays of more than 14 days, on the 15th and subsequent days of stay, the daily rate paid is 70% of the daily rate paid for stays of up to 14th day.*



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9. Travel costs relating to Staff travel

Travel costs distance	lump sum for travel costs	"green travel"
0 to 99 km	23 € per participant	
from 100 to 499 km	180 € per participant	210 € per participant
500 to 1999 km	275 € per participant	320 € per participant
2000 to 2999 km	360 € per participant	410 € per participant
3,000 to 3,999 km	530 € per participant	610 € per participant
4,000 to 7,999 km	820 € per participant	
8,000 km or more	1500 € per participant	

10. The grant received from the Erasmus+ Programme budget is intended to cover additional and not full costs related to the stay at the partner university.

11. Funding is considered cleared upon delivery of a certificate confirming the programme and date of departure, and completion of an online survey.