

The Maria Curie University in Lublin

**FUNDING RATES UNDER THE ERASMUS+ 2021-27 PROGRAMME
PROJECT KA131-2022-HED
FOR MOBILITY OF UMCS STAFF FOR TEACHING OR TRAINING (SMT)
AND PRINCIPLES OF PAYMENT AND SETTLEMENT OF THE FUNDING**

§ 1. Principles of determination of funding for mobility

1. UMCS Staff under Erasmus+ Programme - International Credit Mobility, Higher Education (hereinafter referred to as the Programme) may benefit from mobilities for teaching or training (SMT).
2. The staff mobilities may be carried out physically (classroom teaching/face-to-face), on-line/virtually or as blended mobilities, however the participant shall be entitled only to the Programme support covering the actually physical stay abroad.
3. In PROJECT KA131-2022-HED UMCS staff wishing to benefit from mobilities, referred to in clause 1, may receive funding for mobility from the Programme, with reservation of clause 6, consisting of:
 - 1) the individual support for the mobility according to the daily rates, referred to in clause 3;
 - 2) a lump sum of travel support to the location of teaching/ training and back, based on clause 5.
4. The following rates of the individual support shall be binding for staff of the Maria Curie-Skłodowska University in Lublin under the Programme, with reservation of clause 5:

Group	Receiving country	Amount per day for mobilities up to 14 days
Group 1.	Denmark, Finland, Ireland, Iceland, Lichtenstein, Luxemburg, Norway, Sweden, and Region 1-12 and 14 countries (UK, Switzerland)	EUR 180
Group 2.	Austria, Belgium, Cyprus, France, Germany, Greece, Netherlands, Italy, Malta, Portugal, Spain, and Region 13 countries (Andorra, Monaco, San Marino, Vatican City)	EUR 160
Group 3.	Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Lithuania, Latvia, Rep. of Northern Macedonia Romania, Serbia, Slovakia, Slovenia, Turkey	EUR 140

5. In the phase of allocation of funding for mobility under the Programme the amount of the individual support for a mobility shall be calculated multiplying the planned number of working days during the stay of staff at a foreign receiving institution with the daily rate defined for a country concerned, excluding Saturdays, Sundays, bank holidays and days planned for travel.
6. Funding for mobility shall be increased by a lump sum of travel support to the location of teaching or training, and back, of the amount in compliance with the so-called Distance calculator binding for the Programme:

Travel distance (acc. to the Programme Distance Calculator)	Lump sum of travel support there and back	Lump sum of "green travel" support there and back
From 100 km - 499 km one way	EUR 180	EUR 210
From 500 km - 1999 km one way	EUR 275	EUR 320
From 2000 km - 2999 km one way	EUR 360	EUR 410
From 3000 km - 3999 km one way	EUR 530	EUR 610
From 4000 km - 7999 km one way	EUR 820	xxxx
From 8000 km or more	EUR 1500	xxxx

§ 2. Principles of payment and settlement of funding for mobility

1. Funding for mobility, referred to in § 1 clause 1. shall be paid to staff before the start of mobility based on an agreement concluded between the University and an employee in the following manner:
- pre-financing shall be paid as the amount of the individual support of 100% of the total value resulting from the rates, referred to in § 1 clause 4.– the lump sum of travel support to the receiving institution there and back in a full amount resulting from the rates, referred to in § 1 clause 6.
2. Settlement of the final amount of funding for mobility shall be made based on a certificate from a foreign receiving institution with precise dates of execution of tasks, confirming their completion and the actual time of the accomplished teaching or training. Staff shall be obliged to provide, to the Office of the Erasmus Programme, all documents required for settlement within 14 days of the end of mobility abroad.
3. If the mobility is carried out on-line or as a blended mobility at a university abroad the University may bind the participant to present documents (like invoices, receipts, fare tickets) to confirm the actual period of mobility abroad.
4. If the number of days confirmed by the certificate covered by funding is:
 - 1) higher than the one set out in the agreement – the final (total) amount of funding under the individual support from the Programme shall not be increased;
 - 2) lower than the one set out in the agreement - the final (total) amount of funding under the individual support from the Programme shall be appropriately reduced and staff shall be obliged to return an amount resulting from the reduction of funding.
5. In the event an employee resigns from mobility after payment of funding for the mobility, he/she shall be obliged to immediately return the received funds to the specified account of the UMCS not later than within 7 days of the date of the start of stay at a foreign university, provided in the agreement. The university shall make suitable corrections in the settlement of mobility.

§ 3. Final provisions

1. Settlement of funding shall be made by the Office of the Erasmus Program in cooperation with the Bursary of the UMCS.
2. Participants of the Programme shall not be subject to mandatory insurance based on article 6, clause 1 point 9a Act of 13 October 1998 about social security system, if in execution of this programme they did not sign additionally a commission agreement or other agreement, to which, according to the Civil Code, provisions concerning commission apply.
3. According to the regulation by the Minister of Development and Finance of 15 October 2018 about withdrawal from withholding tax from physical persons on certain income (revenues) of income taxpayers from physical persons in the calendar years 2019-2023 this is to waive from collection of income tax from physical persons on account of scholarships for foreign mobility received under the Erasmus+ Programme.
4. The principles come into effect on 1 October 2022.

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