

KOSZALIN UNIVERSITY OF TECHNOLOGY – PL KOSZALI01

PRINCIPLES OF FINANCIAL ALLOCATION FOR THE ERASMUS+ PROGRAM KA171

2024-2027

Granted under contract no. 2024-1-PL01-KA171-HED-000204532 for the following activities:

STA – academic staff mobility for teaching purposes (both outgoing and incoming)

SMS – student mobility for study purposes (incoming)

The financial resources under the above contract are subject to strict control and allocation according to the tasks specified in the contract.

1. The total amount allocated to the Koszalin University of Technology from the National Agency of the Erasmus+ Program and the European Solidarity Corps for incoming and outgoing STA and incoming SMS mobility is **EUR 47,302**, including **EUR 28,572** for individual support, **EUR 11,230** for travel, and **EUR 7,500** for organizational support.

Under this contract, the plan includes 4 outgoing teaching staff mobilities (**EUR 8,486**), including **EUR 5,320** for individual support and **EUR 3,166** for travel. Additionally, 7 incoming teaching staff mobilities are planned (**EUR 13,736**), including **EUR 7,252** for individual support and **EUR 6,484** for travel, as well as 4 incoming students for study purposes (**EUR 17,580**), including **EUR 16,000** for individual support and **EUR 1,580** for travel.

Activities under the STA category:

- **Outgoing mobility from Poland to Georgia:** EUR 3,450 (2 mobilities planned) travel allowance: EUR 790, individual support: EUR 2,660
- **Outgoing mobility from Poland to Uzbekistan:** EUR 2,518 (1 mobility planned) travel allowance: EUR 1,188, individual support: EUR 1,330
- **Outgoing mobility from Poland to Sri Lanka:** EUR 2,518 (1 mobility planned) travel allowance: EUR 1,188, individual support: EUR 1,330

- **Incoming mobility from Georgia to Poland:** EUR 4,293 (3 mobilities planned) travel allowance: EUR 1,185, individual support: EUR 3,108
- **Incoming mobility from Cuba to Poland:** EUR 2,771 (1 mobility planned) travel allowance: EUR 1,735, individual support: EUR 1,036
- **Incoming mobility from Uzbekistan to Poland:** EUR 4,448 (2 mobilities planned) travel allowance: EUR 2,376, individual support: EUR 2,072
- **Incoming mobility from Sri Lanka to Poland:** EUR 2,224 (1 mobility planned) travel allowance: EUR 1,188, individual support: EUR 1,036

Activities under the SMS category:

- **Incoming mobility from Georgia to Poland:** EUR 17,580 (4 mobilities planned) travel allowance: EUR 1,580, individual support: EUR 16,000
2. The grant allocated for 36 months is distributed among qualified participants in STA and SMS actions according to the following principles:
 - a) The basis for calculating STA mobility grants is the duration of the stay confirmed in the "Individual Teaching Program" plus 2 travel days. The scholarship amount is calculated as the sum of the number of mobility days multiplied by the daily rate for the respective host country i.e Georgia, Uzbekistan, Sri Lanka, Cuba, Poland, as a lump sum of living expenses (Table 1) plus the travel allowance (Table 2) based on the distance calculator (photo 1-4) available at: http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm. The maximum funded duration for STA mobilities is 5 days at host university plus 2 travel days (individual support for travel days).
 - b) For SMS mobility, the scholarship is based on the confirmed study period at the host university (Koszalin University of Technology), up to one semester. In exceptional cases, individual assessments will be made. The total scholarship amount includes: lump sum of living expenses (Table 1), – calculated as the product of the monthly rate (Table 1) and the length of stay, travel allowance (Table 2) based on the distance calculator (Tabel 2, Photo 1). Additionally, individual support for travel days will be granted only if the university funding the mobility (Koszalin University of Technology) has available funds.

The scholarship amount should be calculated based on the exact dates of stay, as well as the flat-rate funding for travel costs, and possibly the addition of any other opportunities for receiving additional individual support. The start date of the stay will be the first day the student must be present at the host university (the first day of classes according to the academic calendar of Koszalin University of Technology). The end date of the stay will be considered the last day the student must be present at Koszalin University of Technology (the last day of the exam session)
 - c) Individual support for travel days: if necessary, individual cost of living support may cover travel days before and after the mobility. Participants receiving a standard travel grant can claim up to 2 additional days, while those using eco-friendly travel ("Green Travel") can claim up to 6 additional days.
 3. Incoming staff grants will be paid in full upon arrival at Koszalin University of Technology. Outgoing staff grants will be paid in full before departure to host university. For incoming students, 85% of the grant is paid upon arrival at Koszalin University of Technology, and the remaining 15% after the issuance of confirmation of stay by Koszalin University of Technology and completion of the Erasmus+ survey by the student.
 4. The settlement of a staff mobility is based on a confirmation of stay from the host institution and an online survey completion.
 5. The scholarship amount is gross.
 6. Extension (if funds are available) or reduction of mobility duration will be assessed individually.

7. If the Koszalin University of Technology has unused funds, additional mobilities from the list of qualified participants at universities in Poland, Georgia, Uzbekistan, Cuba, and Sri Lanka will be prioritized.
8. If the estimated number of mobilities agreed with the National Agency exceeds the number of qualified participants, and the funds designated for them, additional recruitment will be announced.
9. If additional funding is received from the National Agency of the Erasmus+ Program and the European Solidarity Corps or a participant withdraws, funds will be reallocated to further mobilities or, if no candidates are available, another recruitment will be announced.
10. Organizational support funds will be shared between Koszalin University of Technology and partner universities: Georgian Technical University (Georgia), National University of Uzbekistan (Uzbekistan), University of Sri Jayewardene (Sri Lanka), and Universidad Tecnológica de la Habana José Antonio Echeverría (Cuba), based on bilateral agreements.
11. The allocation of funds between institutions is managed by the Koszalin University of Technology Project Coordinator 2024-1-PL01-KA171-HED-000204532 in cooperation with Coordinators at Georgian Technical University (Georgia), National University of Uzbekistan (Uzbekistan), University of Sri Jayewardene (Sri Lanka), and Universidad Tecnológica de la Habana José Antonio Echeverría (Cuba).
12. Selection of candidates is conducted by sending universities according to their internal recruitment criteria. Koszalin University of Technology does not conduct independent recruitment but allocates funds to participants nominated by partner institutions. The list of nominated participants is sent by the sending universities to Politechnika Koszalińska for further implementation of the mobility.
13. The allocation of funds for outgoing mobilities from Koszalin University of Technology is managed by the Erasmus+ University Coordinator and approved by the Vice-Rector for Education.

Table 1: Allowance rates for participants

	Individual support
Incoming Staff from Georgia, Uzbekistan, Sri Lanka and Cuba to Poland(STA)	€148 per day for mobilities lasting no longer than 14 days, and €103.60 per day thereafter for mobilities exceeding 15 days.
Outgoing Staff from Poland to Georgia, Uzbekistan, Sri Lanka and Cuba (STA)	€190 per day for mobilities lasting no longer than 14 days, and €133 per day thereafter for mobilities exceeding 15 days.
Incoming students form Georgia to Poland (SMS)	The monthly rate of allowance for living expenses is €800.

Table 2: Travel allowance based on distance between cities:

Distance	Travel using ecological means of transportation – rate amount	Travel without using ecological means of transportation – rate amount
10 km - 99 km:	EUR 56 per participant	EUR 28 per participant
100 km - 499 km:	EUR 285 per participant	EUR 211 per participant
500 km - 1 999 km:	EUR 417 per participant	EUR 309 per participant
2 000 km - 2 999 km:	EUR 535 per participant	EUR 395 per participant
3 000 km - 3 999 km:	EUR 785 per participant	EUR 580 per participant
4 000 km - 7 999 km:	EUR 1,188 per participant	EUR 1,188 per participant
8 000 km or more:	EUR 1,735 per participant	EUR 1,735 per participant

‘Distance’ refers to the distance between the place of departure and the place of action, while ‘rate amount’ covers the contribution to travel costs to and from the place of action. To calculate the distance, the distance calculator developed by the European Commission and available on the Erasmus+ program website should be used. http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm.

‘Green Travel’ – travel using low-emission/eco-friendly means of transport such as buses, trains, or carpooling – when at least two participants are traveling to the same destination on the same route. ‘Green Travel’ is not automatically granted. The participant must apply to the sending/hosting institution for an increased flat-rate amount for travel under ‘Green Travel.’ The document confirming the fulfillment of the ‘Green Travel’ requirements will be an application/declaration stating that the majority of the travel in both directions will be made using the aforementioned eco-friendly means of transport.

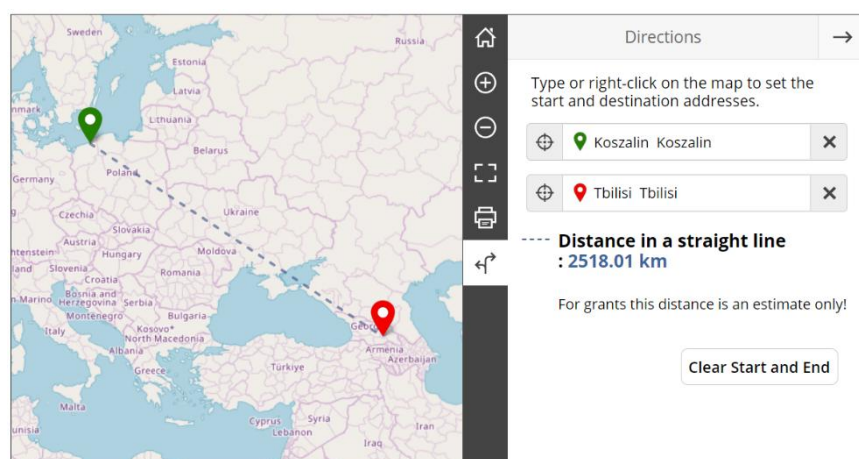


Photo 1. Distance form Kozalin to Tbilisi (Georgia) according to Erasmus+ Distance Calculator

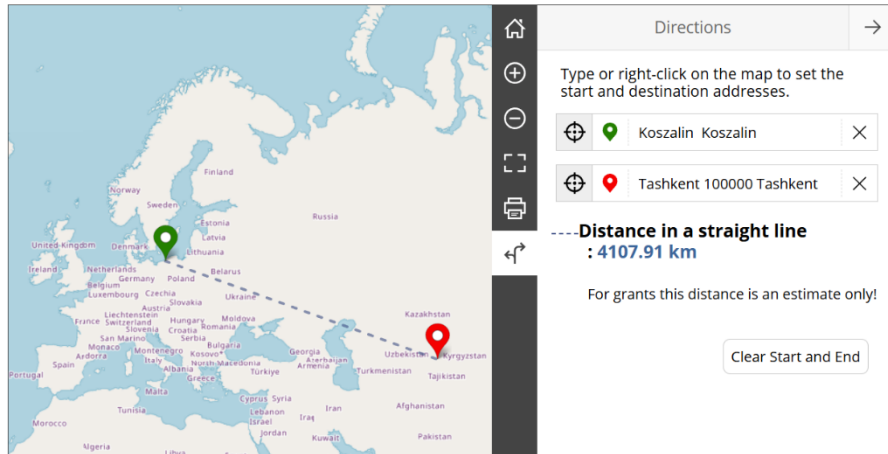


Photo 2. Distance form Koszalin to Tashkent (Uzbekistan) according to Erasmus+ Distance Calculator

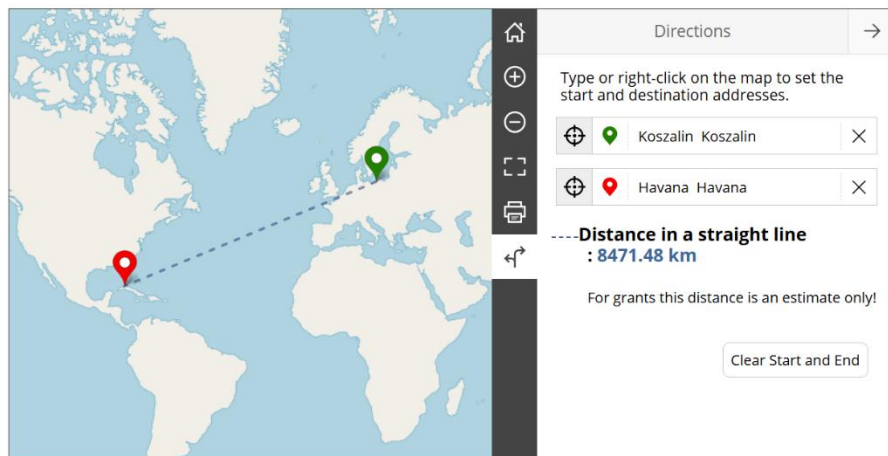


Photo 3. Distance form Koszalin to Havana (Cuba) according to Erasmus+ Distance Calculator

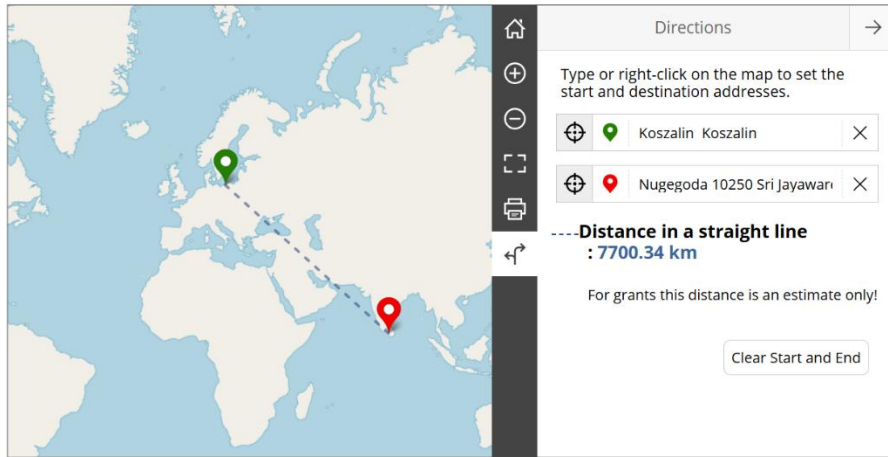


Photo 4. Distance form Koszalin to Nugegoda (Sri Lanka) according to Erasmus+ Distance Calculator

Erasmus+ Program University Coordinator

Vice-Rector for Education

March 2025