Q-HELIX ALLIANCE

NAWA Programme “Support for European Universities”

Project No. BPI/WUE/2025/1/00016

“Support for the European University Alliance Q-Helix – Inclusive European University Based on the Quintuple Helix Model”

ANNEX NO. 5

TRAVEL GRANT CALCULATION RULES

Dąbrowa Górnicza, Poland

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TRAVEL GRANT CALCULATION RULES

1. General Principles

1. Travel grants for research mobilities implemented under the Project shall be financed in the form of lump sums in accordance with the Project budget and applicable NAWA Programme rules.
2. Financial support for travel shall be granted in Polish currency (PLN).
3. Different travel grant calculation methods shall apply depending on whether the mobility is implemented:

a) from Poland or to Poland;

b) between countries other than Poland.

4. Travel grants shall cover round-trip international travel.
5. The Organiser reserves the right to verify the correctness of the distance calculations and the information provided by the Participant.

2. Travel Grants for Mobilities From Poland or To Poland

1. In the case of mobilities implemented from Poland or to Poland, the following lump sum amounts shall apply in accordance with the country of destination/origin.
2. Within the framework of the Project, the following countries of Q-Helix Alliance partner institutions shall be eligible:

Country	Travel Grant
Lithuania	1000 PLN
Germany	1500 PLN
Romania	1500 PLN
Slovakia	1500 PLN
Belgium	2000 PLN
Kosovo	2000 PLN
France	2000 PLN
Portugal	3000 PLN

3. The applicable lump sum amount shall apply both to:

a) mobilities implemented from Poland to a partner country;

b) mobilities implemented from a partner country to Poland.

3. Travel Grants for Mobilities Between Countries Other Than Poland

1. In the case of mobilities implemented between countries other than Poland, travel grants shall be calculated according to the distance between the Participant's place of residence and the Host Institution location.
2. The distance shall be calculated as a straight-line distance in one direction.
3. The following travel grant rates shall apply:

Distance Band (km)	Travel Grant
up to 9 km	0 PLN
10–99 km	200 PLN
100–499 km	1000 PLN
500–999 km	1500 PLN
1000–1999 km	2000 PLN
2000–2999 km	2500 PLN
3000–3999 km	3000 PLN
4000–5999 km	4000 PLN
6000–7999 km	5000 PLN
8000 km and more	7000 PLN

4. The applicable travel grant rates refer to round-trip international travel.

4. Distance Calculation Method

1. Distance calculations shall be performed using the official distance calculator prepared by the European Commission for the Erasmus+ Programme:

European Commission Distance Calculator

2. The distance shall be calculated based on:

a) the Participant's declared place of residence/place of departure;

b) the city of the Host Institution.

3. The Participant shall provide accurate information concerning the place of residence/place of departure in the Application Form.

5. Additional Rules

1. Travel grants are intended to contribute to transportation costs related to the implementation of research mobility activities.

2. Participants shall independently organise their travel arrangements.
3. The final amount of the travel grant shall be determined by the Organiser in accordance with the applicable Project rules and NAWA Programme regulations.
4. The rules specified in this Annex shall apply subject to the applicable NAWA Programme regulations and the approved Project budget.