Autumn round of the Charles University Mobility Fund for 2020

Due to the global COVID-19 pandemic, the spring round of the Charles University Mobility Fund for 2020 has been cancelled.

As a result, the autumn round of the Charles University Mobility Fund for 2020 will be organized in a different manner than in past years. In addition to the standard autumn FM round (see Organizational Procedures no. 6/2020 relating to the Priorities for the activities of the Charles University Mobility Fund for 2020, terms available **here**), the MF "accelerated" round will also take place, covering any outgoing trips starting in July, August, September, and October 2020.

This exception is valid only for 2020. Thus, please carefully study the following information and instructions for submitting an application for the "accelerated" MF round.

Submitting applications

Stays beginning in July to October 2020

1. When preparing and submitting applications for the MF, applicants are required to cooperate with the home faculty.

2. The faculty is required to assist the applicants in preparing and submitting applications for the MF.

3. The applicants prepare their applications for support in a format that is required in the app program (which means including all attachments).

4. If the applicants uploaded their applications in the app program as a part of the cancelled spring round for 2020 and all information remains valid, they can print the template application from the app program (export the application) and add all the required attachments (the original is submitted to the Rector's Office).

5. If the applicants need to change some information in their original application or to otherwise supplement the application, the export function cannot be used. The applicants use the temp[late application for the specific category and complete it on the computer. The application templates are also available on the website cuni.cz in the section Charles University Mobility Fund.

6. If applicants want to organize a stay, and in the spring round for 2020, have not submitted an application for financial support, they use the template application for the specific category and complete it on the computer. All attachments (originals) are submitted for these completed applications.

7. Applicants are required to copy the entire completed application or to scan each page for further uploading in the app program, provided they have not done this already (see point 11).

8. The faculty is responsible for checking the application and submitting it to the International Relations Office of the Rector's Office for processing and assessment.

9. We recommend that applicants submit their application to the faculties as soon as possible. We also recommend submitting the application to the International Relations Office no later than one week before the planned departure.

10. The responsible employee of the International Relations Office will notify applicants and the home faculty of their decision by e-mail as soon as possible after the decision on the granting/not granting of support.

11. As soon as the app program for the regular term of the autumn round of the MF is open (this term is published in Rector's measure no. 6/2020 on the Priorities for the activities of the Charles University Mobility Fund for 2020), the applicants who submitted a written application and who received a positive decision on the granting of funds are obliged to upload their application to the app program. This means that even these applications must be registered in the app program. Uploading applications to the app program will not be possible until the regular term of the MF 2020-2, i.e. from 21 September to 31 October 2020, and the applicant must also comply with the faculty deadlines.

12. The financial amount for these applications (stays starting in July to October 2020) is very limited due to the situation. By submitting such an application, applicants acknowledge that the entitlement to support from the Mobility Fund is not automatic. If applicants leave in the months before the standard autumn round FM 2020-2, they acknowledge the risk associated with the possible non-allocation of the required financial support.

13. In the "accelerated" MF round 2020-2, all categories are maintained, which means that academics can also apply for a contribution. All categories in which applications can be submitted are open for applications.

Stays beginning in November and December 2020

Stays beginning at the start of 2021

1. Applicants who plan to begin their stay in November and December 2020 are required to send their application in the standard autumn MF round 2020-2 through the app program.

2. In the same way, applicants who plan to begin their stay in 2021 are required to send their application in the standard autumn MF round 2020-2 through the app program.

3. These applicants cannot export the original application. They must prepare a new application in the app program.

4. Applications may be uploaded from 21 September to 31 October 2020, and the applicants must comply with the faculty's own deadlines as well.

5. The conditions for these applications remain the same. This means that the Mobility Fund Board makes their assessment and decision at the meeting which takes place during November 2020.

Joint provisions

1. Applications for support from the MF that applicants have already submitted but which have been returned to them due to cancellation of the MF spring round 2020-1 must be resubmitted for the autumn MF round 2020-2 in the app program. Applications cannot be transferred. We recommend that you open two browsers and log in to the app program in both of these. The applicant creates a new draft application in one browser and copies the information from the original application, which they open in the other browser.

2. The methodological instructions for applicants when submitting applications to the autumn round of the Mobility Fund 2020-2 are published on the cuni.cz website in the section Charles University Mobility Fund, including all attachments to the applications. The information is also published in the app program for submitting applications.