



## CALL FOR APPLICATIONS

### International mobility support for PhD students - DrEAM – Episode 7

#### Terms and Conditions

##### 1. Objective of the call

The University of Lorraine supports the international mobility of its doctoral students and sets up outgoing mobility grants for doctoral students for stays of 2 to 6 months in a research unit abroad. Named Doctor, Explore and Achieve More! (DrEAM), this program, which may concern all doctoral students enrolled at UL, is set up as part of the Lorraine University of Excellence Initiative (LUE).

##### 2. Eligibility criteria

- Mobility must represent a unique opportunity for the doctoral student to discover a new cultural and scientific environment (there must be no previous connection between the host structure and the doctoral student's academic background).
- Mobility must take place within the framework of a structured research partnership (existing international agreement, LEA/LIA, IRN, Labex, Hubert Curien Partnership, etc.) or one in the process of being structured.
- The doctoral student must be hosted in an academic research structure (excluding companies).
- The grant must concern mobility projects lasting from 2 to 6 months, which may be divided into several stays of a significant duration (minimum 1 month) as part of an overall project.
- The candidate must be enrolled in a doctoral program at the University of Lorraine, but those enrolled in a derogatory year may not request the program.
- In the case of a co-mentorship agreement, the doctoral student must carry out his/her research stay in a country different from the countries involved in the co-mentorship agreement.
- The thesis supervisor, the head of research unit and the head of doctoral school, as well as the doctoral student's employer if different from the University of Lorraine, must be in favour of this mobility.
- Doctoral students benefiting from an LUE doctoral contract may also apply to the DrEAM program if the consumption of credits allocated to the research project justifies it.
- Doctoral students wishing to move to Canada may also apply for a Globalink Research Internship under the MITACS program. Under certain conditions, the MITACS program provides additional funding to the DrEAM mobility grant of up to C\$3,000. Research stays must be 12 to 24 weeks in duration and the DrEAM mobility grant awarded must be at least of C\$6,000. For more information, please visit <https://www.univ-lorraine.fr/content/mobilite-au-canada>.

##### 3. Selection criteria

- Quality of the mobility project (contribution for the thesis and cultural discovery)
- Quality of the existing partnership / partnership perspectives



#### 4. Mode of funding

The international mobility grant includes:

- **A return trip to the host structure abroad** for a maximum amount of €1,500, based on the economic rate. If the stay is split, only one return trip will be covered.
- **A travel allowance package** that may not exceed €5,000. This fixed price corresponds to the payment of the living expenses on site. It includes daily allowances (meals and accommodation) and ancillary costs (public transport, visas, etc.).

For information, the travel allowance package will be calculated on the basis of the per diem rate in force in the host country ([https://www.economie.gouv.fr/dgfip/mission\\_chancellery\\_rate/expenses](https://www.economie.gouv.fr/dgfip/mission_chancellery_rate/expenses)) and will amount to 20% of this rate. The calculation of the travel allowance package will take into account the other mobility grants from which the doctoral student may benefit (e.g. Erasmus+).

In the context of the ongoing global health crisis related to Covid-19 pandemic, if the host country require foreign visitors to quarantine, the quarantine period will be considered as an additional period to the effective time of mobility and will also be financially supported on the basis of the per diem rate in force in the host country.

#### 5. Required documents

- Complete application form with signed letter of commitment
- Detailed CV of maximum 2 pages including produced publications and posters
- Letter of acceptance from the host institution stating the dates of stay (an email from the institution may be sufficient)
- Quotation for travel expenses to the host structure abroad (train and/or plane tickets) and quotation for accommodation

The doctoral student must have his/her thesis supervisor, head of research unit and employer (if different from the UL) sign his/her application form before sending it, with the CV, the letter of acceptance from the host institution and the quotations, to the educational manager of his/her doctoral school, for the opinion and signature of the head of doctoral school. All documents must be sent in electronic format.

To make the application processing easier, please make sure to include all the required documents above into a single PDF file.

Then, the educational manager will forward the complete file to the PhD Internationalization Project Manager (Claire Bacheter).

#### 6. Calendar

##### Episode 7:

- Opening of call for applications on April 19, 2021.
- Closing of the call on June 11, 2021 included.
- Examination of applications by the committee on June 25, 2021.
- Notification of the decision by e-mail by the end of July 2021 at the latest.



## 7. Procedure for selected candidates

### **Conditions for the payment and reimbursement of expenses constituting the mobility grant:**

- The candidate certifies to be in possession of **all the necessary documents for the mobility** and in particular: valid passport with visa (if necessary), health insurance (medical repatriation, legal assistance, etc.), civil liability and personal accident insurance during his/her stay. Doctoral students travelling with a mission order from the UL automatically benefit from the mission insurance subscribed by the UL.
- The host institution and the University of Lorraine need to draw up a **mobility contract** (in conjunction with My Doc' Door). This document must be signed by the legal representatives of both institutions and must specifically mention:
  - The name of the candidate, his/her Research Unit, and its address, the name of the Head of Research Unit,
  - The amount of funding,
  - The work carried out during the duration of the stay.
- Upon arrival, the doctoral student must send a **certificate of arrival signed by the host research unit of the partner university** to the following e-mail address [drv-mdd-dream-contact@univ-lorraine.fr](mailto:drv-mdd-dream-contact@univ-lorraine.fr).

### **Modalities for the payment and reimbursement of expenses constituting the mobility grant:**

The mobility grant will be paid to the research unit to which the doctoral student is attached on a dedicated budget line. The research unit will thus bear the doctoral student's mission expenses on this line. The doctoral student's mission expenses are covered by the policy relating to professional travels at the University of Lorraine, which is based on Decree 2006-781 of 3 July 2006, the Board's decision of 16 December 2014 and the Board's decision of 5 May 2015 (Annex 18).

Payment of mission expenses will be made in accordance with the procedure in force at UL upon the doctoral student's return, upon receipt of the following documents:

- a mission order,
- a refund application,
- all original receipts (excluding meals),
- a certificate signed by the host research unit of the partner university confirming that the mobility has been carried out, specifying the dates and place of stay,
- his/her answer to a questionnaire on his/her conditions of stay at the partner university.

An advance of mission expenses may be granted to doctoral candidates who so request. This advance amounts to a maximum of 75% of the travel allowance package. The rest will be paid to the doctoral student upon receipt of the documents specified above.

**Whether or not the doctoral student has received an advance on his/her mission expenses, if these documents are not presented upon return, the doctoral student must reimburse all the subsistence expenses granted to him/her.**



In the event of an early termination of the assignment for any reason, the doctoral student must reimburse part of the amount he/she received. That amount corresponds to the difference between the travel allowance calculated at the beginning and the actual cost of his/her stay.

New provisions regarding the current Covid-19 health crisis

It is the responsibility of the doctoral student to enquire about the protective health measures in force in the host country (about entry requirements such as testing and quarantine established by the host country for e.g.).

In any case, and particularly in times of pandemic, doctoral students are strongly advised to register their trip on the Ariane platform designed by the Ministry of Europe and Foreign Affairs (available at: <https://pastel.diplomatie.gouv.fr/fildariane/dyn/public/login.html#>) to be informed in the event of emergencies and crises that may arise when travelling abroad.

For any question, do not hesitate to write to the following email address [drv-mdd-dream-contact@univ-lorraine.fr](mailto:drv-mdd-dream-contact@univ-lorraine.fr).