



CALL FOR APPLICATIONS

International mobility support for PhD students - DrEAM – Episode 9

Terms and Conditions

1. Objective of the call

The Université de Lorraine supports the international mobility of its PhD students and sets up outgoing mobility grants for PhD 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 PhD students enrolled at UL, is set up as part of the Lorraine University of Excellence Initiative (LUE).

2. Eligibility criteria

- The mobility must represent a unique opportunity for the PhD student to discover a new cultural and scientific environment (there must be no previous connection between the host structure and the PhD student's academic background).
- The 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 PhD 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 (1 month each minimum) as part of an overall project.
- The application must concern a future mobility project. No application for a mobility that has already started will be accepted.
- The candidate must be enrolled in a doctoral program at the Université de Lorraine or in one of LUE partner institutions. He/she must not be enrolled in a derogatory year however.
- In the case of a co-mentorship (cotutelle) agreement, the PhD 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 PhD student's employer if different from the Université de Lorraine, must be in favour of this mobility.
- PhD students benefiting from an LUE doctoral contract may also apply for the DrEAM program if the consumption of credits allocated to the research project justifies it.
- PhD students who wish to move to Canada may also apply for a Globalink Research Award under the MITACS program. Under certain conditions, MITACS can provide additional funding to the DrEAM mobility grant of up to C\$3,000. Research stays must last between 12 to 24 weeks 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 to the thesis and cultural discovery)
- Quality of the existing partnership / partnership perspectives

4. Funding modalities

The international mobility grant includes:

- **Financial support for a round 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 round trip will be covered.
- **A travel allowance package** that may not exceed €5,000. This package covers part of the living expenses in the host country. It includes daily allowances (meals and accommodation) and ancillary expenses (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) 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 PhD student may benefit (e.g. Erasmus+).

In the context of the ongoing global health crisis related to Covid-19 pandemic, if the host country requires 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)
- Quotations for travel expenses to the host structure abroad (train and/or plane tickets) and quotation for accommodation

The PhD 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, together with the CV, the letter of acceptance from the host institution and the quotations, to My Doc' Door's International Office for the opinion and signature of the head of doctoral school. The PhD student must therefore obtain all signatures, apart from the head of doctoral school's, ***before the end of the episode***.

To make the application processing easier, all documents must be sent electronically as a single PDF file to the following address: drv-mdd-dream-contact@univ-lorraine.fr



6. Calendar

Episode 9:

- Opening of call for applications on 15 March 2022.
- Closing of the call on 21 June 2022 included.
- Examination of applications by the Committee on 5 July 2022.
- Notification of the decision by e-mail in mid-July 2022 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. PhD students travelling with a mission order from the UL automatically benefit from the mission insurance subscribed by the UL.
- The host institution and the Université de Lorraine need to draw up a **mobility agreement** (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 stay.
- Upon arrival, the PhD 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.

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 PhD student is attached on a dedicated budget line. The home research unit will thus bear the PhD student's mission expenses on this line. The PhD student's mission expenses are covered in accordance with the policy relating to professional travels at the Université de 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 (Appendix 18).

The payment of the travel allowance package will be made in accordance with the procedure in force at UL upon the PhD 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 on mission expenses may be granted to PhD candidates who so request. This advance amounts to a maximum of 75% of the travel allowance package. The rest will be paid to the PhD student upon receipt of the documents specified above.

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

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

New provisions regarding the current Covid-19 health crisis

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

In any case, and particularly in times of pandemic, PhD 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 contact us at the following e-mail address: drv-mdd-dream-contact@univ-lorraine.fr.