

Invitation to submit applications for funding the visits of foreign guest lecturers in 2020

Funded activities

The funding is allocated to Lithuanian higher education institutions (hereinafter referred to as higher education institutions), to which guest lecturers from foreign states arrive (hereinafter referred to as foreign lecturers) under study programmes, subjects or modules, implemented by the higher education institution, which are an integral part of the implemented study programme.

Eligible participants of the activity

High qualification lecturers, scientists and practitioners from foreign state higher education and research institutions.

Possible submitters of applications

Higher education institutions.

Requirements and priorities

We would like to note that this invitation is for 2020 calendar year and there will be no other invitation for 2020 year.

- The funding is allocated to higher education institutions, which welcome foreign guest lecturers, **for academic activity**, which will be implemented **in 2020 calendar year, i.e. from 1 January 2020 until 30 November 2020 inclusively**.
- **The duration** of the funded visit for lecturing **is from 10 to 15 days of work with the students** (hereinafter referred to as day of lecturing). In exceptional cases when the higher education institution submits a reasoned application/ substantiation, the duration of the visit may be shorter than 10 days, but not shorter than 5 days of lecturing. The days of the visit, when no work with students is carried out, shall not be funded.
- The average workload of the foreign lecturer per one day of lecturing must not be less than 2 hours of work in contact with the students, which comprise formally scheduled direct communication of the lecturer with the students, but do not encompass distant training.
- Additional activities of the lecturer, such as public lectures, investigative work, trainings of academic and administrative personnel as well as other activity which is beneficial for the higher education institution and (or) wider society, creates added value for the visit (such information must be indicated in preliminary programme of the visit).

- Funding may be allocated for the visit of a foreign lecturer, in case the funds allocated for the visit of the foreign lecturer by the higher education institution comprise not less than 30 percent of all the means necessary to the whole visit.

Selection criteria

The decision on funding certain foreign lecturers is made, having assessed the following:

- Validity of the need and expediency of the visit of foreign lecturer;
- The benefit of the visit for the students and higher education institution;
- The validity of the lectured subject (module) as an integral part of the implemented study programme;
- additional activities undertaken by the foreign lecturer during the visit;
- pedagogical, scientific (artistic) work or practical experience of the foreign lecturer;
- the motivation of the higher education institution to admit a foreign lecturer of Lithuanian origin or an emigrant;
- the share of the funds allocated by the higher education institution for funding the visit of the foreign lecturer.

When ranking the competing applications, the applications assessed by the experts are listed in decreasing order in accordance with the received qualitative assessment score.

Funding of the activity

The size of the support allocated under the competition:

- in case the foreign lecturer meets the requirements established for scientists or acknowledged artists aspiring to work in a position of a professor at the higher education institution – **304 Eur** for one day of lecturing;
- in case the foreign lecturer meets the requirements established for scientists or acknowledged artists aspiring to work in a position of a senior lecturer (docent) at the higher education institution – **228 Eur** for one day of lecturing;
- in case the foreign lecturer has a doctoral degree in science (art), but does not meet the requirements established for the position of a professor and senior lecturer (docent) at the higher education institution – **114 Eur** for one day of lecturing.

A foreign lecturer arriving from Southeast Asia (except for post-Soviet countries), North and South America as well as Oceania regions, the support allocated under the competition is indexed applying a rate of 1.5, irrespectively of the duration of the visit for giving lectures.

The funding allocated for the foreign lecturer can be used for reimbursing:

- travel expenses;
- accommodation expenses;
- wages.

Documents submitted for the competition

We would like to note that one joint application of the same higher education institution for the visit of foreign lecturer for one invitation, i.e. one package of the documents, signed by the head of the higher education institution or a duly authorised person, **via e-mail**. In case more than one application (document package) is received from the same higher education institution, such applications shall not be considered. Document package is composed of:

1. Completed Declaration of Assurance. Please submit this document in **Excel** format.
2. Application form completed for every invited foreign lecturer visit and signed by the coordinator of the higher education institution responsible for the programme, along with the following attachments:
 - Curriculum Vitae of the lecturer in Lithuanian, English or Russian language, which would indicate the institution, the invited foreign lecturer is from (if there is such), international pedagogical, scientific and (or) practical experience of the lecturer, possessed higher education qualification and institution, in which it was acquired;
 - Preliminary confirmation of the lecturer completed as a free form document, stating that the lecturer intends to arrive for giving lectures or is already giving lectures of the respectful subject(s) or module(s) at a higher education institution.

Course of the competition

- All the documents must be submitted to Education Exchanges Support Foundation via **e-mail ud@smpf.lt** not later than until **24 November 2019 inclusively**.
- The eligibility of the received applications shall be assessed after the submission of the applications. During this time, the compliance with requirements indicated in this invitation and in the [Description of the Procedure](#) for Allocating State Budget Funds for Higher Education Institutions, which welcome foreign guest lecturers, is assessed. **Criteria for eligibility assessment:**
 - Application submitted on time;
 - All the parts of the application have been completed;
 - All the documents bound to be submitted along with the application were provided;
 - The application has been signed by programme coordinator;
 - The contribution of the institution into the visit was calculated correctly;

- The workload of the invited foreign lecturer during the visit complies with the minimal requirements established under the description of the procedure.
- The applications which do not meet the above indicated criteria of compliance assessment, shall be rejected and shall not be submitted for expert assessment of the applications. The list of eligible applications shall be announced on the webpage of the Foundation within 10 working days from the last day of submission of the documents for the competition.
- Expert assessment of eligible applications is carried out by the experts affirmed by the Director of the Foundation.
- The list of foreign lecturers, for the visits of whom the funding is allocated, as well as the reserve list is ratified by the Director of the Foundation.
- All the submitters of the applications shall be notified about the results of the competition by the end of January 2020.

If you have any questions, we kindly suggest you to address them via e-mail ud@smpf.lt.