

Call for applications for funding the visits of foreign guest lecturers in 2023

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, which are an integral part of the implemented study programme.

Eligible participants of the activity

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

Eligible applicants

Higher education institutions.

Requirements and priorities

We would like to note that this invitation is for the calendar year of 2023, and there will be no other invitation for the year of 2023.

The following requirements and priorities are needed:

- The funding is allocated to higher education institutions that invite foreign lecturers **for academic activity**. The activity will be implemented **in the calendar year of 2023**, i.e., **from 1 January 2023 to 15 December 2023 inclusively**.
- **The duration** of the funded visit for lecturing **is from 10 to 15 days of work with students** (hereinafter referred to as a day of lecturing). In exceptional cases, when the higher education institution submits a reasoned application/verification, the duration of the visit may be shorter than 10 days, but not shorter than 5 days of lecturing (this information must be provided in the application or a separate document or letter). 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 contact work with students. The working hours comprise formally scheduled direct communication of the lecturer with the students, but do not encompass distant (online) training, with the exception approved by the Minister for Education, Science and Sport (Order of the Minister of 17 January 2017, No. V-18 “On the approval of the Description of the Procedure for Allocating State Budget Funds for Higher Education Institutions, which invite foreign guest lecturers”, <https://www.e-tar.lt/portal/lt/legalAct/cf302340dc7d11e69ae9f38427b46dd7/asr>, (hereinafter referred to as the Order of the Minister), which allows distant (online) training due to the consequences of the COVID-19 pandemic.
- Additional activities of the lecturer, such as public lectures, research work, training of academic and administrative personnel as well as other activities that are beneficial for the higher education institution and (or) wider society, creates added value for the visit (such information must be indicated in the application and the 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 for the whole visit.

Selection criteria

The selection criteria for funding a visit of a particular foreign lecturer are as follows:

- 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 and the list of financed visits of the foreign lecturers and a reserve list is made. Reserve list can be financed in case there are unused funds.

Funding for 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 – **368,00 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 (associate professor) at the higher education institution – **276,00 Eur** for one day of lecturing;
- in case the foreign lecturer meets the requirements established for the position of a lecturer at the higher education institution – **138,00 Eur** for one day of lecturing.

The support allocated under the competition is indexed applying a rate of 1.5 for a foreign lecturer arriving from Southeast Asia (except for post-Soviet countries), North and South America, as well as Oceania regions, 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 a 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-signature**, will be accepted. In case more than one application (document package) is received from the same higher education institution, such applications shall be rejected. The document package should be 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 or English language, which would indicate the institution, the invited foreign lecturer is from (if it is such), international pedagogical, scientific and (or) practical experience of the lecturer, possessed higher education qualification and institution where it was acquired;
 - Preliminary confirmation of the lecturer completed as a free form document in Lithuanian or English language, 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;
 - Reasoned application/verification about the length of the visit (if the length is shorter than 10 days of lecturing).

The course of the competition

- All the documents must be submitted to Education Exchanges Support Foundation via e-mail ud@smpf.lt until the **18 November 2022 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 Order of the Minister, 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 for the visit was calculated correctly;
 - The workload of the invited foreign lecturer during the visit complies with the minimum requirements established under the Order of the Minister.
- The applications that do not meet the above-indicated criteria of eligibility assessment shall be rejected and shall not be submitted for quality assessment of the applications. The list of eligible applications shall be announced on the webpage of the Education Exchanges Support Foundation within 10 working days from the last day of submission of the documents for the competition.
- Quality 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 and the reserve list is ratified by the Director of the Education Exchanges Support Foundation.
- All the submitters of the applications will be notified about the results of the competition by the end of January 2023.

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