



**Implementation Period:** Visits must take place in 2026 and be settled by 15 December 2026.

## **EMERALD Networking Outgoing Funds**

*(Maximum funding: 1500 EUR)*

**EMERALD (European Molecular Biology Laboratory and Nencki Research Alliance for Life Discoveries)** is a strategic project implemented by the Nencki Institute of Experimental Biology of the Polish Academy of Sciences, commissioned by the Minister of Science and Higher Education. Its aim is **to strengthen ties between** the largest European organization conducting molecular biology research – **EMBL** – **and the Polish science community, as well as to support new collaborations.**

The aim of this funding scheme is to support scientists affiliated with Polish research institutions in expanding their expertise through short-term **visits to EMBL (European Molecular Biology Laboratory) sites**. This opportunity enables researchers to access EMBL's world-class laboratories, core facilities, and collaborative environments across Europe. Part of the funds is also dedicated to support the **active attendance to EMBO/EMBL courses, workshops, and conferences.**

Before applying please first reach out to the EMBL Group Leader / Head of Facility to agree on the timelines and content of the visit.

**If you have an interesting scientific question but do not know whom to contact at EMBL, we can try to suggest partners for the discussions.** Just contact us at [emerald@nencki.edu.pl](mailto:emerald@nencki.edu.pl)

We provide **financial support** in the amount **up to 1500 EUR** to support scientists affiliated at the research institution located in Poland.



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The EMERALD project is supported by the Minister of Science and Higher Education of the Republic of Poland special task no. MNiSW/2024/DWM/272.

# Rules and Regulations for the EMERALD Networking Outgoing Funds

## 1. General Information

The **EMERALD Networking Outgoing Funds** support scientists working at Polish research institutions in strengthening scientific collaboration between Poland and the European Molecular Biology Laboratory (EMBL). Funding may be used for:

- Short research visits to EMBL laboratories or core facilities
- Establishing or developing collaborative projects with EMBL researchers
- Active, in person participation (talk or poster) in international conferences, workshops, or courses organized by EMBL or EMBO

Information about the call is announced on the EMERALD website ([www.emerald.nencki.edu.pl](http://www.emerald.nencki.edu.pl))

## 2. Eligibility

### 2.1 Eligible Applicants

- Researchers employed or affiliated with a Polish research institution (universities, research institutes, medical research centers, etc.)
- PhD candidates with at least 1 year scientific experience are eligible; undergraduate and Master's students are not
- Applicants must demonstrate a clear scientific rationale for the proposed activity and its relevance to EMBL–Poland collaboration

### 2.2 Eligible Host Institutions / Events

- Any of the six EMBL sites: Barcelona, Grenoble, Hamburg, Heidelberg, Hinxton, Rome
- EMBL or EMBO events listed on the official EMBL events portal: <https://www.embl.org/events/>

## 3. Eligible Activities and Costs

### 3.1 Eligible Activities

- Short research visits (typically 3–14 days) to EMBL laboratories or core facilities
- Meetings aimed at initiating or strengthening collaborations



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- Active, in person participation in EMBL/EMBO conferences, symposia, or workshops

**Priority will be given to direct interactions between Polish and EMBL researchers, for example in the form of study visits or the use of core facilities, over participation in EMBL/EMBO Conferences, Workshops, or Symposia.**

### 3.2 Eligible Costs

- Travel expenses (second class train tickets and economy flights)
- Accommodation
- Conference registration fees (EMBL/EMBO events only)
- Local transportation
- Facility user expenses

### 3.3 Ineligible Costs

- Daily allowances (per diems)
- Insurance
- Purchase of equipment or consumables
- Salary or stipend support
- Costs related to non-EMBL/EMBO events
- Costs already covered by other funding sources

## 4. Funding Amount and Financial Rules

- Maximum funding per application: **1500 EUR\*** (\* see: 8. Additional notes)
- Pre-financing by the home institution is permitted (the internal procedure of the given Unit applies)
- reimbursement will be issued after submission of required documentation
- Funds are awarded as a reimbursement based on actual, documented expenses

## 5. Application Procedure

Before applying please first reach out to the EMBL Group Leader / Head of Facility to agree on the timelines and content of the visit.

### 5.1 Required Documents

Applications should be submitted as a single PDF document via email to [emerald@nencki.edu.pl](mailto:emerald@nencki.edu.pl) and must include:

- Name and details of the Applicant (including affiliation, career stage and a research area);
- Short CV of the Applicant including ORCID ID and a list of publications, preprints and other scientific disseminations (posters, talks);



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- Short description of the planned activity including the name and contact details of the person from EMBL with whom the Applicant intends to collaborate in case of research/networking visits (max. 1 page);
- Proposed dates and budget overview;
- A statement of expected benefits for the Applicant's group/laboratory/institution;
- Supporting statement from the Applicant's institution or direct supervisor;
- Confirmation of invitation from the EMBL host (EMBL Group Leader / Head of Facility) including agreement on the proposed timelines and content of the visit (for research visits);
- Brief justification of expected impact on EMBL–Poland collaboration;
- For visits at EMBL's laboratories and core facilities, please also attach a confirmation from the hosting EMBL site/core facility that they agree to host you and that the project is feasible.
- Proof of active participation (abstract, talk/poster acceptance) for conferences.

## 5.2 Submission

- The subject line of the email must include: "EMERALD Outgoing Grant Application – [Applicant's Name/Institution]"
- Applicants may apply more than once (in case of later calls), but priority will be given to first-time applicants in case of equal ratings of the proposal
- In a given call, an applicant (a scientist) may submit only one application
- Only applications submitted before the deadline specified in the competition announcement will be considered.
- By submitting an application in this competition, the applicant confirms that he or she has read the following clause and that he or she agrees to it:  
"I give consent for my personal data included in the application form to be processed by Nencki Institute of Experimental Biology PAS with its registered seat in Warsaw at Pasteur Street No. 3 (data controller) for the purposes of competition for the EMERALD networking outgoing funds at the Nencki Institute" pursuant to Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC in compliance with a legal obligation to which the data controller is subject to (Art. 6 section 1 letter a) and the Act on personal data protection of 10 May 2018 (Journal of Laws of 2018, item 1000)."

## 6. Evaluation Criteria

Applications will be assessed by the Committee based on:

- Scientific quality and clarity of the proposed activity



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- Relevance to strengthening EMBL–Poland collaboration
- Feasibility within the proposed timeframe and budget
- Expected long-term impact on the applicant’s research and institutional links with EMBL

In matters not regulated by the competition rules, decisions will be made by the Competition Committee.

Decisions will be communicated to applicants via email within 30 days of the application deadline.

Decisions made by the Competition Committee are final.

Information about the results of the Competition will be published in reports and on the website of the EMERALD program.

Within 7 days of receiving the information, the Winner is obliged to declare their readiness to make use of the granted EMERALD Networking Outgoing Funds.

## 7. Reporting Requirements

Within 30 days of completing the activity (but not later than on 15 December 2026), recipients must submit the Final Report which must include:

- Name and the affiliation of the Applicant
- Dates of the activity
- A brief scientific report (max. 1 page) summarizing outcomes and collaboration prospects
- A short description of the cofunded activity that can be posted on the website in the "Meet the recipient" section as well as in Social Media and which states what the EMERALD support gave you scientifically
- Financial documentation - reimbursement is processed after the visit based on the compliance with the Regulations, filled in financial attachment connected to the visit and original receipts
- Confirmation of participation (e.g., conference certificate, host signature)
- A photo documenting the visit/lecture.

The Applicant grants the EMERALD program Committee the permission to use the submitted materials (reports, photos, and activity descriptions) for future marketing and promotional activities related to the EMERALD project, including web and social media publication.



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The Recipient agrees to maintain long-term engagement with the EMERALD initiative following the funded visit. As part of this commitment, the Recipient is obliged to acknowledge EMERALD support in all resulting publications, presentations, and dissemination materials, and to use the official EMERALD logo in accordance with the applicable branding guidelines.

## 8. Additional Notes

- Requests for longer visits may be considered individually (an extended stay can be associated with an increase in funding)
- It is the responsibility of the Applicant to contact the respective host member from EMBL as well as to make the travel and accommodation arrangements
- All promotional materials related to EMERALD activities should be shared with the coordination office for approval prior to publication
- The scheme encourages inclusivity, equal opportunity, and participation from early-career researchers

## 9. GDPR and Data Processing

1. By submitting an application, the applicant confirms they have read and agreed to the data processing clause below.  
When applying for the EMERALD Networking Funds, the Applicant is asked to consent to the processing of personal data and to read the information on the processing of personal data by the EMERALD Committee. Providing personal data is voluntary but necessary to apply. Personal data (Name, Affiliation, Email, ORCID) will be stored also after the activity to monitor the long lasting effects of the EMERALD Programme.
2. Personal data provided in the application is processed by the Nencki Institute of Experimental Biology PAS (Data Controller) for the purpose of conducting the EMERALD grant competition, pursuant to Regulation (EU) 2016/679 (GDPR).
3. Data is collected voluntarily but is necessary for participation. The applicant has the right to access, rectify, or request the deletion of their data by contacting the Data Protection Officer at [iod@nencki.edu.pl](mailto:iod@nencki.edu.pl) and the EMERALD Committee at [emerald@nencki.edu.pl](mailto:emerald@nencki.edu.pl)
4. Personal data will be processed for the duration of the competition and reporting period and will not be transferred to third parties unrelated to the program administration.

The competition is carried out as part of the EMERALD project which is supported by the Minister of Science and Higher Education of the Republic of Poland special task no. MNiSW/2024/DWM/272.



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