

**CALL FOR FELLOWSHIPS SUPPORTING TRAVEL AND
PARTICIPATION OF TECHNICAL STAFF IN PROFESSIONAL
TRAINING & DEVELOPMENT RELATED TO
MEDITERRANEAN SEA RESEARCH- 2025**

Tender No.: 25/4

DEADLINE FOR SUBMISSION 08/06/2025 AT 08:00

The Mediterranean Sea Research Center of Israel (hereafter MERCI) is interested in encouraging the participation of technical staff in professional development training/courses in Marine Sciences and engineering/technologies expected to be held in Israel or overseas and end by **September 30, 2025** (hereinafter “the Activity”). To this end, the Center is interested in assisting to fund participation of the **Activity/ies** subject to the approval of the Center’s Executives and budget and budgetary availability.

MERCI hereby issues a call for scholarships provided for travel and participation in the Activity (Hereafter: “**The Fellowship**”), supporting **technical staff** (including **lab managers, engineers, technicians, data analysts**) working on Mediterranean Sea research from partner institutions (University of Haifa, the Technion, the Weizmann Institute of Science, Tel Aviv University, Bar Ilan University, Ben Gurion University, the Hebrew University, Ruppin Academic Center, Reichman University, Ariel University, The Geology Survey of Israel, Israel Oceanographic and Limnological Research).

An applicant who meets the conditions of the call, and is selected in accordance with its conditions, will be entitled to receive funding of **up to 6,000 NIS**, as determined by MERCI, according to the criteria detailed in this call or up to the amount of the requested funding, whichever is lower (hereafter: “**the funding**”). Funding will be provided by MERCI subject to the awardee’s participation in the training and against the presentation of the required documents and original receipts, all as detailed in this call.

Eligibility

- 1. Eligibility in the Call is contingent upon fulfilling all the following conditions:**

- 1.1 The applicant is employed as a professional technical staff at one of the partner institutions as defined above;
- 1.2 The Activity proposed by the applicant and in which the applicant intends to participate is associated with Marine Sciences and engineering/technologies and is expected to be held overseas or in Israel prior to **September 30, 2025**;
- 1.3 The proposed Activity has not yet begun on the date the candidacy is submitted and is expected to end by **September 30, 2025**;
- 1.4 The application was submitted by the Call's deadline - **June 8 2025**.

2. Support funding is subject to proof of participation in the Activity and in compliance with all the terms of these regulations.

Application procedure:

3. Applications will be submitted to MERCI no later than the effective deadline as defined above. Applications will be submitted via email to: merci@univ.haifa.ac.il.

4. The application will contain the following documents:
 - 4.1. The application form, in the format set forth in Appendix A of this Tender. The requested amount to be funded by the Center is to be stated in the abovementioned form for the purpose of participating in the Activity and is to specify the requested expenses within the framework of this Funding and other funding sources from any other source or entity. Insofar as the supplementary funding sources are not known in full when the application is submitted, the applicant will present the supplementary funding sources in the submission form pursuant to MERCI's demand or immediately upon learning of them, whichever is earlier. Presenting the supplementary funding sources is contingent upon approval of support from MERCI according to this tender;
 - 4.2. A detailed letter explaining the importance of the applicant's participation in the activity and why MERCI should support participation;
 - 4.3. The applicant's curriculum vitae;
 - 4.4. Valid approval of employment of the applicant from his institution
 - 4.5. Letter of recommendation from applicant's academic employer or letter of recommendation from administrative director;
 - 4.6. Confirmation of registration for the Activity;

4.7. The applicant must submit the documents above in one document in PDF format and according to the order presented above. Please attach as the first page a list of documents and mark ☒ the documents that are submitted;

4.8. MERCI is entitled to disqualify incomplete applications;

4.9. Notwithstanding the above MERCI will be entitled to request from the applicant's supplementary documents or clarifications related to the proposal or all other submitted/necessary documents;

Selection of supported applications

5. The Judging Committee (Hereinafter: **"The Committee"**) will be comprised of members of the MERCI Board including the Head of MERCI.
6. Applications that satisfy the participation conditions will be remitted to the judging Committee who will review them and select the winning candidate/s. Every member of the Committee will examine all the proposals except proposals from the Committee members' academic or research institution.
7. Notwithstanding the above, the Committee may refrain from selecting an applicant as a winner, to allow a variety of candidates to win from various disciplines/ departments and different institutions.

General

8. The committee will be entitled to determine the number of support fellowships and the amounts funded in accordance with its discretion and MERCI's budget, provided that each scholarship does not exceed **6,000 NIS**. Final approval of the committee's decisions will be given in accordance with the available budget and with the approval of the chairman of the academic and training committee and subject to receiving administrative approval and budgetary approval of MERCI and subject to MERCI's procedures.
9. The funding will be awarded to the applicant (s) who will receive one payment by via MERCI in the form of a check or bank transfer to his/her bank account, subject to the following cumulative conditions:
 - a) The applicant/s participated in the Activity to which they applied within this tender and presented MERCI with an official approval of participation as stated above.
 - b) The applicant/s presented an e-ticket for travel to MERCI and proof of leaving and re-entering Israel prior and after the Activity (We

recommend to keep the border control permits when entering and exiting Ben Gurion airport).

- c) The applicant/s presented invoices and original receipts to MERCI, against which reimbursements will be issued in accordance with the approved maximum amount.
- d) The applicant/s signed the declarations in Appendix B and Appendix C of this tender. The Funding will be awarded to a candidate or candidates who satisfied all conditions in the Tender Bylaws.

10. Reimbursement will be provided in accordance with the winning amount approved and only for costs associated with participation in the approved Activity (the cost of registration, travel and accommodation costs). The following items will not be entitled to any remittance:

- a) Expenses funded by another source.
- b) Expenses not approved in advance.
- c) Any expense that is not directly related to participating in the agreed venue/event beyond that which is reasonable or customary, under the circumstances, at the Center's discretion.

11. The Funding will only be given to a winner subject to all the documents required under item 22 being submitted no later than **September 30, 2025**. Insofar as all or some of the documents are submitted after this date, the Center will not pay the Funding amounts and the winning applicant waives any allegation or claim in this respect.

12. MERCI is entitled to award only part of the Scholarship or not award any funding, at its sole discretion.

13. MERCI may at any time, at its sole discretion and for any reason act as follows - to stop or cancel the tender and/or change the conditions in these bylaws and/or change the Tender participation conditions and/or change the tender period and/or the dates and/or the funding amount and each participant waives any claim in respect thereto.

14. The tender will be executed in accordance with the Tender Bylaws and submission of an application to the tender will be considered as consent to all such tender conditions and Bylaws.

15. For further details please contact Mrs Shimrit Haimzon at: merci@univ.haifa.ac.il;

Appendix A

Application to receive funding support for participation in a professional training and development training/course in Israel or overseas Tender

No. 25/04

Part A – To Be Completed by the applicant (Technical Staff)

Personal Details:

Name: _____ I.D.: _____
Address: _____ Department: _____
Job Title : _____ Institution Name: _____
Mobile Telephone: _____ E-mail: _____

Details of the training/course

Title of training/course _____

Organized by _____

Location of **training/course**: _____

Date of training/course: From _____ Until _____

Comments: _____

Attached hereto: ☐ Confirmation of Registration to the training/course

Details Pertaining to Expected Expenses (in NIS):

Participation/Registration Fees: _____

Flight Expenses: _____

Accommodation Expenses: _____

Other: _____

Total expected expenses: _____

Additional Funding Source/s: ☐ Academic Institution _____ ☐ Other _____

Amount and Nature of Assistance by the Additional funding source/s _____

Requested Grant Amount from MERCI (in NIS): _____

Signature: _____ Date: _____

Part B – To be completed by the academic employer/Head of Administration

Supervisor Recommendation:

The Member of Technical Staff _____ will participate in the
above-detailed scientific training or activity.

Recommendation regarding the specific training/participation and how it will benefit
the applicant in their Mediterranean Sea Research:

Supervisor's Name: _____ Signature: _____ Date: _____

Appendix B – Grantee's Declaration

The Mediterranean Sea Research Center of Israel (hereafter MERCI) has decided to provide you with a fellowship supporting travel and participation in professional training & development related to marine sciences, engineering and technology and relating to Mediterranean sea research (i.e. tender 25/4)

Prior to receiving the awarded funds you must complete your details below and state as follows:

I, the undersigned, (NAME AND SURNAME) _____
bearer of I.D. No. _____, Academic/Research Institute: _____
_____ hereby declare and confirm that:

1. Winning the scholarship was not obtained in violation of the bylaws and/or contrary to its conditions and that in the event it is clarified to the contrary, I undertake to return the scholarship without prejudicing any relief and rights of MERCI and the Partners' Institutions therein - pursuant to the law.
2. I am aware that I will receive the scholarship from the institution that I attend, and that I do not and will not have (nor will anyone on my behalf) any claim and/or demand from MERCI and the Partner Institutions therein and/or anyone on their behalf insofar as the tender and/or the scholarship is concerned.
3. I agree that my name and work that I submitted, or the gist thereof, may be published by MERCI and the partner institutions therein and I hereby waive any claim and/or demand in respect of such publication and/or use of my name and my work within the framework of the publications relating to this tender and/or other publications of MERCI and the Partner Institutions therein.
4. I confirm that any publication derived from my research will acknowledge the support from MERCI according to the following format: "Funding (or support) was provided to _(your name)_____ by the Mediterranean Sea Research Center of Israel".
5. I am aware that any tax, deduction or demand for tax payment, of any kind, will be at my expense and at my expense alone. MERCI will be entitled to transfer to the tax authorities, if required by law, my details and/or withholding tax. MERCI will not be obligated to pay any tax regarding the winnings.

This is my name, this is my signature and the content of this statement of mine is true. : _____

Appendix C. Reimbursement of Expenses

Grantee's request to receive reimbursement of expenses incurred by participating in a professional training /course in Israel or overseas.
Request is subsequent to the award provided by MERCi through "CALL FOR FELLOWSHIPS SUPPORTING TRAVEL AND PARTICIPATION IN PROFESSIONAL TRAINING & DEVELOPMENT RELATED TO MEDITERRANEAN SEA RESEARCH- 2025 – Tender 25/4

Details Required for Reimbursement of Expenses

Name: _____ I.D.: _____
Address: _____ Department: _____
Job Title: _____ Institution Name: _____
Mobile Telephone: _____ E-mail: _____

Attached are the following documents:

Approvals attesting to my travel:

- ☐ E-ticket;
☐ Photocopy of passport, including the page with my photograph and the pages with the stamps confirming my exit from the State of Israel and returning to Israel or boarding passes or Border control permits;

Original invoices and receipts for reimbursement of expenses as follows (please mark the appropriate box with a V):

- ☐ Payment for my participation in the Convention;
☐ Payment for Flight tickets;
☐ Payment for my accommodation;
☐ Additional expenses, please specify: _____

Amount requested for reimbursement of expenses: _____ NIS

Receipt of the reimbursement is subject to advance approval, income tax regulations, and

I confirm that I am not receiving additional funding from other sources in respect of reimbursement of expenses that were approved within the framework of the Mediterranean Sea Research Center of Israel. I am aware that receipt of payment is contingent upon remitting original invoices and receipts.

In witness whereof, I hereto set my hands:

| Name | I.D. | Academic/Research Institution | Date |
|------|------|-------------------------------|------|
|------|------|-------------------------------|------|