

We are pleased to announce this year's round of support for internationalisation activities organised by Faculty employees. The funds distributed in this call have been allocated from the Ministry of Education Programme for Support of Strategic Management of Higher Education Institutions 2026–2030 and from the Dean's Strategic Fund within the Cooperatio institutional research support programme.

We are now opening a call for funding applications for the following types of activities taking place in **April–November 2026**:

- conference trips abroad for Faculty of Arts academics
- participation of plenary speakers from abroad in conferences organised or co-organised by Faculty of Arts, and other visits of international academics to the Faculty of Arts for teaching purposes (outside the framework of existing contractual cooperation)

You may apply using the following on-line forms:

- conference trips: <https://forms.office.com/e/6nL8SrTt5f>
- international academic visitors: <https://forms.office.com/e/R9MHkm8xkK>

Both forms are also available in English (you can switch the language in the upper right corner) and should take about 10 minutes to complete.

The required funding for conference travel may cover **all relevant expenses, including conference fees, transportation, accommodation, and local transport**. If the trip is not co-funded from other sources, the requested amount must include [per diem allowance as stipulated by the Ministry of Finance](#).

Should the requests for support for conference trips exceed the fund capacity, priority will be given to applications from academics who are involved in organizing a panel or conference, as well as those that contribute to developing existing collaborations with strategic partners of the Faculty of Arts, Charles University, or other academically excellent institutions.

When selecting applications for support of international visitors, priority will be given to visits by plenary speakers and teaching visits with an interdisciplinary impact. Only visits that cannot be funded from other sources, such as Erasmus+ or inter-institutional agreements, will be considered for support. The funding amount and reimbursement process must adhere to the guidelines set forth in [Dean's Directive No. 12/2021](#). In exceptional cases, requests for support for visits that have already taken place outside the specified period may be submitted and costs may be reimbursed retrospectively if adequately justified.

The selection of applications and distribution of funds will be carried out by the International Affairs Committee in conjunction with the Vice-Dean for International Relations and/or other members of the Dean's Office.

The deadline for submitting applications is **14 March 2026 (23:59)**. Results will be announced by **31 March 2026**. As in previous years, we plan to open an additional, smaller call for applications in June 2026.

Other opportunities for trips abroad (not conference trips) and practical information regarding the administrative arrangements for the trip can be found on the website of the IRO (<https://www.ff.cuni.cz/zahranici/vyjizdejici-zamestnanci/>). You can also contact Nikola Meryová (cc'd) directly with specific questions. Please remember that the Cooperatio programme can also be used for study trips and other types of trips according to the conditions set by the respective academic board.

Questions concerning this call can be directed to the Vice-Dean for International Relations (prodekan_zahranici@ff.cuni.cz).