



## Relocation Allowance Guidelines for the Momentum MSCA Postdoctoral Fellowship Programme (Momentum PPDF)

### Purpose of Relocation Allowance

The Relocation Allowance is a one-time payment provided to support the costs associated with moving to Hungary for selected participants in the Momentum MSCA Postdoctoral Fellowship Programme.

### Relocation Allowance Amount

The relocation allowance is granted based on two criteria:

1. Place of Residence – Either an EU country or a non-EU country.
2. Family Status – Defined as “With Family” or “Without Family”

| Place of Residence | With Family (€) | Without Family (€) |
|--------------------|-----------------|--------------------|
| Non-EU Country     | 3,600           | 2,880              |
| EU Country         | 2,160           | 1,500              |

### Important Notes

- The amount of the allowance will be decided by Secretariat of MTA, Hungarian Academy of Sciences (MTAT) on the basis of the information and documents provided by the applicant.
- The amount determined based on the postdoc’s place of residence and family status **at the time of application**.
- The relocation allowance is a **gross amount**. It is subject to applicable taxes and social security contributions as required by Hungarian law.
- The allowance amount in EUR will be converted and **paid in HUF currency**.
- The one-time payment of the relocation allowance will be paid **after the first three months of research at the host research group have been completed**, and will be included with the next regular salary payment following this three-month period.
- Applicants must provide accurate information about their identity, place of residence and family status at the time of application. **Inaccuracies may impact the allowance amount and eligibility**.
- The applicant declares that he/she is financially and criminally liable for the authenticity of the supporting documents. For details on how to submit documents, please refer to the electronic submission platform guidelines and technical aid.
- If the authenticity of the supporting documents is questioned, it is the **applicant's responsibility to resolve the discrepancy within 8 days** of MTAT's notification.
- Recommended **attachments for the place of residence declaration** :
  - Proof of employment
  - Proof of student status
  - Official residency certificates
  - Certificate of public/private health insurance coverage
  - Proof of refugee status
  - Proof of compulsory national service
  - Tax authority's certificate of residence
  - Rental agreements
  - Bank statements or
  - Utility bills in the applicant's name

- Recommended **public documents** for the *place of residence declaration*:
  - valid proof of residence may include valid passport for non-EU country or valid passport/identity card for Schengen place of residence
  - address card or
  - residence card
- Recommended **public documents** for *proof of current family status*:
  - birth certificates of dependent children
  - certificate of marriage or certificate of registered partnership
- Required **Attachments**: All supporting documents must be uploaded to Momentum MSCA Programme electronic submission portal, as PDF files with the completed application form.
- **Public Documents Verification**: For official public documents, applicant must:
  - Provide document identification numbers in your application
  - Present the original documents during a pre-scheduled online video call prior to contract signing
  - Present these same original documents in person at the time of employment contract signing
- **Document validity**: Please verify that all submitted documents are current and valid through the anticipated contract period. Expired or invalid documents may delay your application processing and impact your eligibility for the relocation allowance.
- For detailed information about required documentation, including specific examples of acceptable attachments and public documents, please refer to the "**Guidance on Required Documentation for Eligibility Verification and Allowances**" document.
- The Secretariat of the Hungarian Academy of Sciences reserves the right to modify the terms and conditions set forth in this document if circumstances related to the implementation of Grant Agreement (Project 101179854) change due to unforeseen reasons. Any modifications will be promptly communicated to all affected applicants and fellows. Such changes will only be made when necessary to ensure compliance with the Grant Agreement or when the original terms cannot be reasonably fulfilled due to external factors.

## Definitions

### Place of Residence

Defined as the applicant's place of residence at the time of application submission. Habitual residence is considered the place where an individual has his/her centre of interests or registered residence.

### Family Member

For the purpose of this allowance, a "family member" includes:

- Spouse: A legally married spouse.
- Registered Partner: A partner in a legally recognized civil partnership.
- Dependent Children: Unmarried children under the age of 18 who are financially dependent on the applicant.

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