

## Differential Grant – Frequently Asked Questions and Answers

### Eligibility to Fill Out the Differential Grant Form

Senior faculty members (in ranks from Lecturer up to and including Full Professor) with a temporary or permanent appointment (not administrative), in a full-time position, are eligible to complete the differential grant form. Hospital staff members, research fellows, the President, Vice President, Deputy Presidents, and those on sabbatical or unpaid leave for the entire year are not eligible.

### What are the deadlines for submitting the differential grant form?

Status	Final Submission Date	Final Submission Date
Eligibility in the winter Semester 2025/26	March 1, 2026	April 1, 2026 – March salary
New faculty (Spring Semester) and those returning from sabbatical or unpaid leave	April 1, 2026	July 1, 2026 – June salary

### How to initialize the form in the portal?

Go to <https://portal.technion.ac.il/irj/portal>. The forms system is also available outside the Technion at <https://portalex.technion.ac.il>.

- Select the Forms System
- Create a new form
- Choose “Differential Grant Form”

### Additional important points:

- You must declare the accuracy of the details in the form. If the checkbox ☒ next to the declaration is not marked, the form cannot be submitted.

☐ I hereby declare that all the information I have provided in this form is true to the best of my knowledge. I understand that a false declaration constitutes a disciplinary offense.

- To submit the form, click “Send Request”.

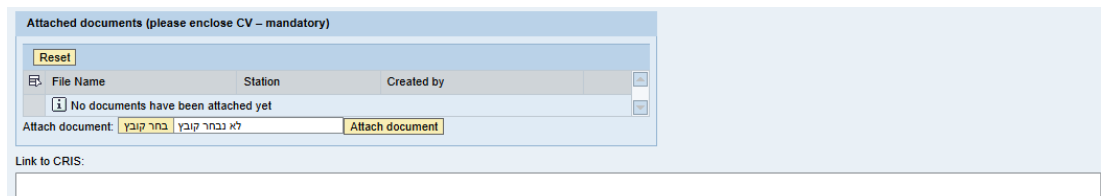
## Curriculum Vitae

Attach an updated CV including a list of publications, focusing on the last three years. The CV must be in the Technion format. The form cannot be submitted without a CV.

In faculties that use the CV Creator <https://cvcreator.technion.ac.il/login> , it can be used for assistance.

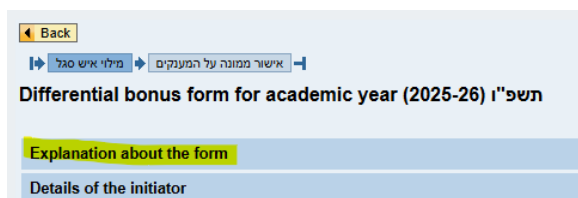
To obtain access, contact your faculty staff coordinator.

Attach the CV and the link to "CRIS" in the designated section at the bottom of the form,



## Explanation about the form

Click on the line "About the Form" (highlighted in yellow) to access instructions for filling out the various sections.



## Which years does the report refer to?

The reported activity refers to the previous academic year (October 1, 2024 – September 30, 2025), and in cases indicated – to the previous three academic years (October 1, 2022 – September 30, 2025).

## Structure of the new form

The new form is divided into two groups of criteria: Group 1 has 5 items, Group 2 has 6 items, for a total of 11 criteria.

Answers are binary: "Yes" or "No." If "Yes," additional details are required (e.g., relevant date, book title, conference name). The new form is not scored as before but rather by the number of items answered "Yes".

## How is eligibility percentage calculated?

- **Full grant** :Must meet 4 out of 11 criteria, at least two of them from Group 1.
- **Partial grant:**
  - 75% grant – meet 3 out of 11 criteria, at least two of them from Group 1.
  - 50% grant – meet 2 out of 11 criteria, at least one from of them Group 1.

Eligibility percentage is calculated automatically in the portal after submission and appears at the bottom of the form. You can view submitted forms under "Requests I Initiated".

#### Deputy Vice President for Academic Affairs

Number of approved sections:

Grant percentage:

#### Who is responsible for approving grant eligibility?

The form review and eligibility determination are the responsibility of the Deputy Vice President for Academic Affairs, Prof. Herman Wolosker.

#### If I want to edit/cancel the submitted form, what should I do?

If the Deputy Vice President has not reviewed the form yet, you can go to the portal under "Requests I Initiated" and cancel the form using the "Cancel Request" button. Then you can submit a new form.

#### How will I know the form was received and the grant approved?

You can see the form status (approved, rejected, or canceled) in the portal under "Requests I Initiated." When approved, you will receive an email to your Technion address, for example:

"Your report has been reviewed, and I am pleased to inform you that your activity qualifies you for the full differential grant".

Faculty active at the Technion throughout the current year will receive the grant in three installments:

- March salary (paid April 1) – first installment for October–January.
- June salary (paid July 1) – second installment for February–May.
- September salary (paid October 1) – third installment for June–September.

Eligibility applies only to periods of activity at the Technion during the current year and excludes sabbatical or unpaid leave. If on sabbatical or unpaid leave during Semester A or B, the grant amount will be reduced accordingly.

#### I started my appointment in the last two years – what should I fill in?

Faculty whose appointment began in the spring Semester of 2022/23 or later should indicate the semester and academic year of appointment at the top of the form.

New Faculty Members at the Technion – indicate your first semester at the Technion:

First Year of Appointment :

- ☐ שנה"ל תשפ"ו (2025-26) סמסטר ב
- ☐ שנה"ל תשפ"ו (2025-26) סמסטר א
- ☐ שנה"ל תשפ"ה (2024-25) סמסטר ב

Second Year of Appointment :

- ☐ שנה"ל תשפ"ה (2024-25) סמסטר א
- ☐ שנה"ל תשפ"ד (2023-24) סמסטר ב

Eligibility will be calculated as follows:

**In the first-year** eligibility for a full grant will be given automatically subject to marking first year of appointment, attaching a CV to the form, and submitting the form (there is no need to fill out the form's sections).

**In the second year**

**100% grant** - must meet two sections, with at least one of them from the first group of criteria.

**50% grant** - must meet one section from the first group of criteria. In the third year of appointment, the regular conditions must be met.

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**Is the grant paid during maternity leave?**

The grants are included in maternity benefits paid by the National Insurance Institute.

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**I went on sabbatical or unpaid leave – will I receive the grant?**

During sabbatical or unpaid leave, you do not receive the differential grant.

If on sabbatical/unpaid leave for the entire academic year 2025/26 – no grant is given at all.

If on sabbatical/unpaid leave for part of the year (including summer sabbatical) – a partial grant is given proportionally to the period at the Technion.

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**I returned from sabbatical or unpaid leave – when can I fill out the form?**

Upon return, report to the Academic Staff Office (contact: [Mrs. Sherry Itzhak Halevi](#)) so data can be updated and access to the form granted.

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**Where do you indicate sabbatical, unpaid leave, or teaching exemption in the form?**

There is a designated section for filling in sabbatical, unpaid leave, and teaching exemption periods for the past three years.

Sabbatical / Unpaid Leave / Teaching Exemption – indicate the unpaid leave period :					
תשפ"ג (2022-23)		תשפ"ד (2023-24)		תשפ"ה (2024-25)	
First	Second	First	Second	First	Second
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you were on sabbatical/unpaid leave for the entire previous academic year and the total period did not exceed two consecutive years, you may use teaching scores (Group 1, Item 5) from the year before that period. If the sabbatical/unpaid leave lasted more than two years, you cannot fill out that item.

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**For additional questions about filling out the form, contact your faculty staff coordinator.**

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