

Differential Grant - Common Questions and Answers

Who is entitled to fill out the differential grant form?

Full-time active staff members are entitled to fill out the form, with the exception of hospital staff, Technion research staff, president, deputies and vice presidents, and staff members who are on sabbatical or unpaid leave for the entire year.

What are the effective dates of the differential grant form?

Status of the staff member	Submittal date	First payment date
Staff members eligible for the grant	3.4.2021	March salary - 4.1.2021
New staff members / Staff members returning from sabbatical/unpaid leave	4.4.2021	June salary - 7.1.2021

How do I restart the form in the portal?

1. Visit <https://portal.technion.ac.il/irj/portal>
2. Select form management system
3. Create a new form
4. Select - detailed activity report for the differential grant

The details for the 5778 and 5779 Years are saved in the portal and may be edited. Upon completing all data, click "Send request" to send the form.

CV

The application for differential grant will be enclosed with an updated CV including list of publications, while it is allowed to focus on the recent three years only.

The CV will be submitted in the Technion format.

In faculties using CV creator <https://cvcreator.technion.ac.il/login> , it is possible to use it.

In order to get authorization, contact the faculty staff coordinator.

Attach the CV in this part, located at the bottom of the form:

[Screenshot:] Attached documents (cv attachment required), Zeroing
File name, station, created by, initiator, attach document, browse, attach document

Where are the appendices and explanations mentioned in the portal?

Inside the form there are several appendices and explanations.

Explanation about the form - click the line "Explanation about the form" (yellow bolted in the screenshot below) in order to enter the explanation on how to complete the different sections of the form.

[Screenshot:] back, staff member completion, Grant Commissioner's approval, form number, explanation about the form, initiator's information, ID, given name, surname, for new staff members - first semester in the Technion, zeroing

Appendix A - List of Competitive Funds

And Appendix B - Administration Committees and Functions

[Screenshot:] Appendices: Appendix A - List of Competitive Funds, Appendix B - Administration Committees and Functions

The location of the appendices in the portal is next to section number 21 and the place for comments.

For your convenience, this year these appendices were also attached to the letter of the Executive Vice President for Academic Affairs emailed to you.

Which years does the report relate to?

The report relates to your activity in the recent three years, meaning - 5778, 5779 and 5780.

How are the points for activities calculated?

Attention, you need to complete the form with number of activities rather than number of points. The points are calculated automatically by the portal.

How many points do I need to receive a grant?

The entitlement to a grant depends on receipt of at least 22 points in the research criterion (sum of the score in the following sections: 8,12,13,14,1)

Total score obtained by summing up all criteria will determine the rate of grant to which the staff member is entitled:

90 points and more will entitle to a full grant.

89-90 points will entitle to 2/3 of the grant.

70-79 points will entitle to 1/3 of the grant.

Such score is calculated automatically and may be viewed at the bottom of the report:

אחוז מענק מאושר
מענק מלא

ניקוד
ללא בונוס לחדשים:
בונוס:
ניקוד כולל:
ניקוד קריטריוני מחקר:
ניקוד מאושר:

מסמכים מצורפים (חובה לצרף קו"ח)
איפוס
שם קובץ
תחנה
נוצר ע"י
יוזם
צורף מסמך
צורף מסמך
שליחת בקשה
שינוי בקשה
ביטול בקשה
הדפסת טופס
אישור הממונה על המענקים
ניקוד מאושר:

[Screenshot:] Attached documents (cv attachment required), Zeroing
File name, station, created by, initiator, attach document, browse, attach document
Send request, change request, cancel request, print form
Score
Without bonus for new ones:, Bonus:, Total score:, Research criterion score:, Approved score:
Approved grant percentage
Full grant

If I have question on the criteria, whom may I ask?

You may receive explanations on the criteria and help in completing the form from the academic staff organization

Who is in charge of the certificate of entitlement to the grant?

Checking the form and approving the entitlement to the grant is under the responsibility of the Deputy Vice President for Academic Affairs, Prof. Avraham Ostfeld.

How do I know that the form is received on the portal and the grant has been approved?

The following reply will be sent to your Technion email address:

Technion Israel Institute of Technology

Personal - Confidential

Hello,

Report no. ---- on your activity over the past three years has been checked, and I am pleased to inform you that the scope of your activity entitles you to the full differential grant.

Eligibility is valid only for the periods of your activity at the Technion in the current year, and does not include sabbatical or unpaid leave periods.

Staff members acting in the Technion for the entire current year, will receive the grant by 3 installments as detailed hereunder: March salary (paid on 4.1) - first installment for October, November, December and January. June salary (paid on 7.1) – second installment for February, March, April and May. September salary (paid at 10.1) – third installment for June, July, August, September.

In the event of being on sabbatical or unpaid leave in the 1st or 2nd semester of the current year, the amount of the grant will be reduced accordingly.

With Regards,

Prof. Avi Ostfeld
Deputy Vice President for Academic Affairs

I am a new staff member, what do I need to complete in the form?

In case you are a new staff member (meaning your appointment commenced on the 2nd semester of 5778 onward), you should complete in the upper part of the form the semester and academic year for work start:

[Screenshot:] ID, given name, surname, faculty, email, *for correspondence regarding this form, cellphone, unit phone, reporting year

For new staff members - first semester at the Technion

Zeroing

5776 5777 5778 5779 5780

Semester A Semester B

Sabbatical/Unpaid leave/Exemption from teaching during the reporting period

5777 5778 5779

Points will be calculated in accordance with the appointment commencement semester, as follows (with exemption from the research criterion, of 22 points):

Semester of appointment commencement	Points to be added in the report
2 nd 5778	30
1 st 5779	30
2 nd 5779	60
1 st 5780	60
2 nd 5780	90
1 st 5781	90

Do I receive a grant in parental leave?

The grants are grossed up in the maternity benefit paid by National Insurance.

I am on sabbatical/unpaid leave, will I receive the grant?

During sabbatical/unpaid leave one does not receive a differential grant. A staff member who is on sabbatical/unpaid leave for the entire year in the current year, will not receive a grant at all.

A staff member who is on sabbatical/unpaid leave for part of the year, will receive a partial grant relatively to the period he spent at the Technion.

I came back from sabbatical/unpaid leave - when may I complete the form?

A faculty member returning from sabbatical/unpaid leave must report his return to the Academic Staff Office (Mrs. Sari Yitzhak Halevy), in order to be reactivated in the system and be able to fill out the form.

Where do I check sabbatical/unpaid leave/exemption from teaching?

The form has a designated place to complete sabbatical, unpaid leave and exemption from teaching periods in the recent 3 years:

The screenshot shows a web form titled "לחברי סגל חדשים - הסמסטר הראשון בטכניון" (For new staff members - the first semester at the Technion). It includes a "א'פוס" (Info) button and radio buttons for reporting years: תשע"ו, תשע"ז, תשע"ח, תשע"ט, תש"פ. There are also radio buttons for "סמסטר א'" (Semester A) and "סמסטר ב'" (Semester B). A section titled "זמני שבתון/חל"ת/פטמ"ה בתקופת הדו"ח" (Sabbatical/leave periods during the reporting period) contains a table with columns for "תשע"ז", "תשע"ח", and "תשע"ט", and sub-columns for "א" and "ב". To the right, there are input fields for personal information: ת.ז. (ID), שם פרטי (Given name), שם משפחה (Surname), פקולטה (Faculty), דוא"ל (Email), * לצורך תכתובות במגע לטופס זה (for correspondence regarding this form), טלפון נייד (Cellphone), טלפון ביחידה (Unit phone), and שנת דיווח (Reporting year).

[Screenshot:] ID, given name, surname, faculty, email, *for correspondence regarding this form, cellphone, unit phone, reporting year

For new staff members - first semester at the Technion

Zeroing

5776 5777 5778 5779 5780

Semester A Semester B

Sabbatical/Unpaid leave/Exemption from teaching during the reporting period

5777 5778 5779

1st 2nd 1st 2nd 1st 2nd

After checking the designated place, the form takes into account sabbatical, unpaid leave and exemption from teaching in teachin-related sections.

If you have further questions on the form completion, please deliver them to the staff coordinator in your faculty.