

## COMPETITION REGULATIONS

### "The system of University mini-grants for research carried out by doctoral students of AGH"

#### (Action 4)

### §1

#### GENERAL PROVISIONS

1. For the purpose of the Competition Regulations:

**IDUB** – stands for the Initiative for Excellence - Research University programme at AGH,

**POB** – means the Priority Research Area as defined in the AGH application for the competition "Initiative for Excellence - Research University",

**Regulations** – shall refer to these regulations as governing the mini-grants competition for AGH doctoral students within the IDUB program in the academic year 2020/2021,

**Competition** - this shall be understood as the mini-grants competition for AGH doctoral students,

**Evaluation criteria** - shall be understood as the rules of awarding mini-grants to AGH doctoral students within IDUB,

**Mini-grant** – stands for funds for scientific activities, awarded through a competition, in accordance with these Regulations and Evaluation Criteria,

**Doctoral Student** - shall mean a PhD student in the Doctoral School of AGH, the Krakow School of Interdisciplinary PhD Studies or of the third level (doctoral) studies,

**Applicant** - refers to a doctoral student who submitted application to participate in the competition,

**Head of the Mini-grant** - shall mean an applicant, who participated in the competition and who has been qualified for funding,

**Supervisor** – refers to an academic teacher employed at AGH University of Science and Technology, who supervises scientific activity of a doctoral student,

**Competition Beneficiary** – means a participant of the competition procedure, whose application has been qualified for funding.

**Unit** - means a basic organizational unit of AGH or another AGH unit conducting research activity.

2. The Regulations specify the principles and conditions of participation in the Competition "System of university mini-grants for research works carried out by AGH doctoral students", hereinafter referred to as the "Competition".
3. The Competition is organized by the AGH University of Science and Technology in Kraków, hereinafter referred to as "AGH".
4. The contents of these Regulations shall be communicated to AGH employees and doctoral students and shall be available on the AGH website for the duration of the Competition: <https://www.agh.edu.pl/uczelnia-badawcza>.

## **§2**

### **Objectives of the Competition**

The aim of the competition is to create conditions for doctoral students to conduct research, popularize it and expand acquired knowledge.

## **§ 3**

### **Subject matter of the Competition**

1. The subject of the competition is to award funds for:
  - Conducting research,
  - Participation in conferences, scientific internships, trainings.
2. The scope of evaluation:
  - a. Scientific aim and significance of the project,
  - b. Anticipated results of the project,
  - c. Innovative character and level of the planned research,
  - d. Cost and planned expenditures,
  - e. Applicant's achievements to date.

The maximum amount of funding of 10 000 PLN is granted for the period of 6 months.

## **§4**

### **Conditions of participation**

1. The applications may be submitted by the third level (doctoral) students of AGH who started their education in the academic year 2018/2019 at the AGH Doctoral School and Krakow School of Interdisciplinary PhD Studies.
2. The Applicant should present a document certifying the completion of the course "Nature Masterclass - on publication preparation"
3. The Competition Beneficiary is obliged to complete the course "Nature Masterclass – Effective Collaboration in Research Course" prior to the realization of the grant. The mini-grant realization should begin no later than 2 months from the announcement of the Competition results.
4. Applications should be submitted electronically via the HYDRA system, available at <https://wnioski.idub.agh.edu.pl>. Only applications which are complete and meet all the requirements specified in the Regulations and in the Competition announcement will be accepted.
5. The justification of the application must include the objective and scope of the research work with special emphasis on:
  - 1) Merit-based justification of significance of the proposed research,
  - 2) Applicant's previous scientific achievements,
  - 3) Grant cost estimate, split into categories:
    - materials,
    - services,
    - trips - scientific conferences, internships, trainings.
6. The application requirements:
  - a. consent of the Supervisor to oversee the project realization,
  - b. approval of the Head of the Chair/Department (or Institute Director) and the Dean of the Faculty (or Research Center Director).
7. The application must be assigned to a specific POB.
8. Tasks that are already funded under another IDUB Competition, cannot be financed within the Mini-grant Competition.
9. The Applicant may submit more than one application, but only one in the given edition of the Competition.
10. If the Applicant becomes a Beneficiary of the Competition, he or she cannot apply in subsequent editions of the Competition, before a financial and substantive report is accepted and billed.

## **§ 5**

## **Principles of application evaluation**

1. Applications are subject to formal and quality evaluation.
2. Formal assessment of applications is performed by the IDUB Project Office and it covers:
  - 1) verification of the application for its completeness;
  - 2) checking the conformity of the application to the Regulations and the Call for Proposals;
  - 3) checking the conformity of the planned expenses in the application to the rules defined in § 6. 3.
3. The substantive assessment of applications is performed by a Committee appointed for this purpose by the IDUB Project Manager, hereinafter referred to as the "Committee".
4. Substantive assessment of applications takes into account the criteria set out in the Call for proposals.
5. During the assessment, the application is given a score – an auxiliary measure and a starting point for the discussion on the final rank.
6. The Committee bases its final assessment on the analysis of the application, merits of financing this particular project in view of other applications assessed in the competition.
7. The final assessment of an application corresponds to its position on the ranking list made by the Committee.
8. The Committee recommends these applications, in which the total requested funds do not exceed the funds established by the IDUB Programme Council for a given competition.
9. The Committee may conditionally recommend for funding one application which is partly within the amount of funds available for a given competition.
10. The decision on financing applications is made by the Project Manager based on the ranking list.

### **§ 6**

#### **Eligible costs**

1. Eligible costs under the grant:
  - 1) Materials and non-durable assets,
  - 2) Business trips, scientific conferences, internships, visits, consultations,
  - 3) External services,

The total co-financing for points 1), 2) and 3) may not exceed PLN 10,000.

2. The Head of the Unit shall declare own contribution not smaller than the amount of allotted co-financing. The Unit's own contribution is the basic scholarship received by the Competition Beneficiary during the realization of the mini-grant.
3. The own contribution may be covered by:
  - 1) Research subsidy - booked in a separate account 16.16.No. 7999;
  - 2) Didactics subsidy (e.g. scholarships for doctoral students) booked in the off-balance sheet account 896.nrUn;

### **§ 7**

#### **Settlement of Grants**

1. The Competition Beneficiary is obliged to account for the financial and technical aspects of the awarded grant.
2. Substantive settlement should be understood as the submission of a final report to the Project Manager within 3 months of the end of financing, as well as an interim report within 4 months of obtaining the grant, in which the progress of the research work is presented.
3. The final report should document, among other things:
  - 1) confirmation of submission of a national grant application (e.g., NSC, NCRD) from the area of the appropriate POB,
  - 2) confirmation of submission and review of at least one scientific article in journals ranked in the upper quartile (Q1-1st quartile) according to Scopus database.

4. The acceptance of the mid-term report by the Committee does not constitute the final evaluation of the mini-grant implementation for the period. The final assessment is made on the basis of the final report.
5. The Committee may withhold mini-grant funding pending the resolution of concerns in the case of:
  - a. any irregularities in the mini-grant realization,
  - b. failure to submit the interim report on time; submission of an incomplete or incorrect interim report,
  - c. funds are not spent according to the application, or the planned results are not achieved at a given stage of mini-grant realization.
6. The Committee may discontinue mini-grant funding in the case of:
  - a. irregularities in the realization of the project,
  - b. failure to submit the mid-term report on time, submission of an incomplete or incorrect report, despite the lapse of 30 days from the request to submit, complete or correct it,
  - c. expenditures significantly fail to comply with the declared values.
7. The lack of timely or correct financial and technical clearance is a sufficient reason to refuse processing of subsequent applications submitted by a given AGH organizational unit (chairs/institutes).
8. Substantive effects of the Competition are monitored by the Project Management Team, and conclusions are presented to the IDUB Programme Council.

## **§ 8**

### **Final Provisions**

1. Any violation of the Regulations by the Competition Beneficiary will result in his/her exclusion from the Competition.
2. The provisions of the Regulations constitute the basis for the conduct of the Competition, and their interpretation rests with the Committee.
3. The Organizer shall not be responsible for applications that have not reached him for reasons beyond his control.
4. The Organizer is not responsible for any false data given by the participants. Providing false data will result in deprivation of the right to grant funds.
5. These Regulations are the only document determining the rules of participation in the Competition.
6. During the Competition, the Organizer reserves the right to change the provisions of the Regulations at any time, unless this adversely affects the conditions of participation in the Competition.
7. Any matters not covered by the Competition Regulations are governed by generally applicable provisions of the Polish Law, including the Polish Civil Code and the Act on Copyright and Related Rights.
8. The Regulations become effective upon their announcement.