Terms and Conditions of the competition for research projects for Ph.D. students implemented within the RESEARCH SUPPORT MODULE of the ID.UJ program at the Faculty of Chemistry

General rules of granting funds within the ***RESEARCH SUPPORT MODULE*** (RSM) for Ph.D. students are defined in Annex No. 3 to Regulation No. 45 of the Rector of Jagiellonian University of 25 February 2023.

These regulations define the rules for granting funds for financing research projects carried out by Ph.D. students at the Faculty of Chemistry of Jagiellonian University, within the RESEARCH SUPPORT MODULE implemented in the strategic program Excellence Initiative at the Jagiellonian University.

1. Definitions

For the purposes of these regulations, the following definitions are adopted.

a) **ID.UJ** – Strategic Program Initiative of Excellence at the Jagiellonian University implemented in the framework of the first competition announced by the Minister of Science and Higher Education within the "Initiative of Excellence - Research University" program;

b) **Faculty** - Faculty of Chemistry of the Jagiellonian University;

c) **Organizer of the competition** - Dean of the Faculty of Chemistry of the Jagiellonian University;

d) The **4*I principle** - a principle defined in the Jagiellonian University's application in the "Excellence Initiative - Research University" competition, according to which a sustainable university is based on four pillars, i.e. internationalisation, interdisciplinarity, integration and innovation;

e) **Research Support Module** (RSM) - one of the four modules supporting the activity of Ph.D. students and participants in doctoral studies at the Jagiellonian University within the framework of the strategic program ID.UJ in accordance with the Principles and Guidelines referred to in § 1.3. of the UJ Rector's Order of 25 February 2023;

f) **Ph.D. student** - a student of the Doctoral School of Exact and Natural Sciences of the Jagiellonian University, admitted to the school by competition, enrolled as a Ph.D. student at any time during the academic year, who took the oath

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in accordance with Article 200, paragraph 8 of the Act, pursuing the curriculum in chemistry (chemical sciences);

2. **The aim of the competition carried out within RSM** is to finance research or development works carried out by Ph.D. students in the discipline of chemical sciences in thematic areas defined for Priority Research Areas SciMat, Anthropocene and DigiWorld within the ID. UJ.

3. **The applicants in the competition** may be Ph.D. students; however, the support applies to:

a) persons who have the status of Ph.D. student as of the date of submitting the application and its settlement,

b) Ph.D. students whose supervisor is an academic teacher employed at the Faculty of Chemistry of the Jagiellonian University,

c) Ph.D. students who are not in charge of a research project financed from external sources or from the resources of the ID.UJ strategic program at the time of submitting the application within the RSM and issuing the decision on its financing.

4. **Applications submitted for RSM funding must meet the following criteria:**

a) the topic of the project must be related to the scientific problems of at least one Priority Research Area of ID.UJ in which the Faculty participates (SciMat, Anthropocene, DigiWorld),

b) the proposal must implement at least one of the pillars of the 4*I principle in ID.UJ (interdisciplinarity, internationalization, innovation, integration),

c) to choose:

c1. the result of the project will be at least submission of a publication in the discipline of chemical sciences, in a scientific journal or in peer-reviewed proceedings of an international scientific conference, included in the list of scientific journals and peer-reviewed proceedings of international conferences of the Ministry of Education and Science, valid on the date of the submission of the publication, in a group assigned at least 140 points

or

c2. an oral presentation at a scientific conference.

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5. **The duration of the project** is a maximum of 12 months, however, the grant funds must be used no later than June 30 of the following calendar year with no possibility of further extension.

6. **The maximum amount of funding** for one project is 20,000 PLN gross.

7. **Eligible costs** of the project include all costs necessary to perform the research tasks described in the project description (contracts for employees, research equipment, materials (consumables, small disposable items, reagents), costs in research internships in renowned foreign centers, books, software licenses for analysis and processing of results, external services including costs of translation and proofreading of publications), with the exception that:

a) contracts (contracts for specific work or commission agreements - only for persons not employed at the Jagiellonian University, no remuneration for Ph.D. students both as project managers and contractors; civil law contracts are concluded by heads of organizational units of the Jagiellonian University in which Ph.D. students are educated),

b) within the cost estimate, a maximum of 5% of the total cost may be spent on office supplies,

c) heads of organisational units of the Jagiellonian University to which students are affiliated or persons appointed by heads of these units are responsible for purchased research equipment and software licenses,

d) the cost estimate shall not include indirect costs (overheads).

8. **Submission of applications**

a) Proposals prepared in Polish or English shall be submitted only electronically through https://strefaid.uj.edu.pl. Proposals submitted in any other way (e.g., by e-mail) will not be considered.

b) An appendix to the application containing a description of the scientific project, which constitutes an integral part of the application for funding, should be prepared in accordance with the template attached to these Regulations.

c) Applications must be submitted by the deadline specified in the competition announcement on strefaid.uj.edu.pl. Applications submitted after the deadline will not be considered.

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9. Competition procedure

a) The projects to be implemented will be selected in a competition procedure.

b) In the first stage, the application is subject to formal assessment, in particular in terms of its completeness, performed by the coordinator of the RSM (a member of the Team for the implementation of the ID.UJ program at the Faculty of Chemistry, appointed by the Dean of the Faculty).

c) The evaluation of the project is carried out on applications that have passed the initial formal assessment. Evaluation is carried out by the Competition Committee in accordance with the criteria described below.

d) The Competition Committee is chaired by the Vice-Dean for Scientific Research, and consists of Dean's representative for the ID.UJ program, members of the Committee for Doctoral Studies at the Faculty of Chemistry of the Jagiellonian University indicated by the Dean and a representative of the Doctoral School indicated by the appropriate body of the Jagiellonian University Ph.D. Students Society, who does not participate in the evaluation of applications. The work of the Committee is supported by the Dean's Office of the Faculty of Chemistry. The Commission consists of eight persons.

10. Evaluation Criteria

a) Compliance with the 4*I principle (admission criterion).

Interdisciplinarity	*rating "yes/no"*
Internationalization	*rating "yes/no"*
Innovation	*rating "yes/no"*
Integration	*rating "yes/no"*

If a proposal does not meet at least one of the four pillars of the 4*I principle, it cannot receive funding and is not subject to review.

b) Compliance with the research problems of at least one Priority Research Areas in which the Faculty participates (SciMat, Anthropocene, DigiWorld),

rating "yes/no"

If a proposal does not meet the criterion of being consistent with the concerns of at least one of the priority research areas, it cannot be funded and is not subject to review.

c) The scientific value of the project (statement of the scientific problem, research objectives, presentation of research methodology, time schedule, cost estimate) -

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the minimum number of points required for a positive assessment of 15 points, the maximum number of points 30.

d) Evaluation of previous scientific work (based on one selected scientific publication and one selected conference speech) - **minimum number of points for positive assessment 5 points, maximum number of points 20 points.** Evaluation awarded according to the scheme:

- the applicant has one scientific article published in a peer-reviewed scientific journal - maximum 15 points (if the applicant applies for re-funding in the RSM competition, the publication submitted for evaluation must not be the same one included in the previously funded application) ,
- the applicant has personally given an oral presentation at a scientific conference - maximum 5 points.

11. Adjudication of the competition

a) In case the number of points obtained for the scientific value of the project awarded by two Reviewers differ by more than 10 points, a third Reviewer is appointed. The result of the third review determines the final assessment of the scientific value of the project.

b) A necessary condition for granting funds is to obtain the minimum number of points in the criteria described in points 10c and 10d.

c) The final determination of the point assessments for individual criteria is made by the committee. A ranking list is established on the basis of this final assessments of applications.

d) The minimum total number of points received during the evaluation which is required for the project to be awarded funding is determined by the Commission.

e) The number of projects qualified for financing depends on the amount of the budget available in the given edition of the competition and the quality of the submitted proposals.

f) Depending on the amount of funds available in a given edition of the competition, these regulations provide the possibility of partial financing of the submitted application based on the committee's recommendation and its acceptance by the applicant. In such a situation, the cost estimate, schedule and objectives of the project may be verified in accordance with the amount of financing, while the point assessment of the application does not change.

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12. Rules of project implementation and settlement

a) Projects qualified for funding within the RSM are implemented by applicants under the supervision of promoters/research supervisors.

b) After five months from the date of commencement of the project, the PhD Student is obliged to send a financial statement of incurred expenses to the competition supervisor on the attached form. The form must be signed by the PhD Student and the scientific supervisor. If the statement is not provided, further financing of the project is suspended until the financial statement is delivered.

c) Financial support within RSM must be spent and accounted for in accordance with the Jagiellonian University rules:
   - the applicant is obliged to spend the awarded funds as intended, in a rational, expedient, and economical way, as well as in accordance with general legal regulations and procedures in force at the Jagiellonian University,
   - the applicant is obliged to spend the awarded funds in accordance with the assumptions made in the project description, presented schedule, and cost estimate; changes in the schedule and cost estimate require the written consent of the RSM coordinator, indicated in strefaid.uj.

d) An obligatory condition of project settlement is:
   - submission of the final report within 30 days from the project completion date; after submission, the report may be supplemented with the products resulting from the project implementation, in particular with information on publications accepted for publication,

and at choice:
   - submission of a publication in the discipline of chemical sciences, either in a scientific journal or in the peer-reviewed proceedings of an international scientific conference, included in the list of scientific journals and peer-reviewed proceedings of international conferences of the Ministry of Education and Science, valid on the date of submission of the publication, in a group assigned at least 140 points,
   - an oral presentation at a scientific conference.

13. Failure to settle the project makes it impossible to apply for funding in the next edition of the competition (in the following calendar year).

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14. Additional Provisions

a) Receiving support within RSM for the realization of research presented in the application excludes the possibility of financing the same costs within the funds granted to a Ph.D. student in other competitions of ID.UJ and other competitions organized by external research financing institutions.

b) An applicant may indirectly participate in other types of support financed from ID.UJ, e.g. through participation in research teams led by experienced or young researchers, with the proviso that covering the same expenses from two different sources, including within ID.UJ, is forbidden.

c) All publications, conference presentations, and other papers resulting from RSM-funded research must acknowledge the research funding:
"This publication has been funded by the program "Excellence Initiative – Research University" at the Jagiellonian University.

15. Appeals against the results of the competition should be submitted to the Appeals Committee within one week after the announcement of the results. Note: appeals can only be based on formal faults during the application assessment (no appeal can be made against the commission's assessment). The appeal committee consists of: Dean's representative for organizational matters (Chair of the Appeals Committee) and 2 members of the committee appointed by the Dean of the Faculty among the senior staff of the Faculty.

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INFORMATION ON PERSONAL DATA PROCESSING

According to art. 13 of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of individuals with regard to the processing of personal data ("General Regulation"), hereinafter referred to as "GDPR", the Jagiellonian University informs that:

1. The administrator of your personal data is the Jagiellonian University, with headquarters at 24 Gołębia Street, Kraków 31-007.
2. The Data Protection Supervisor, appointed by the University, is based in room no. 5, 24 Gołębia street, Cracow 31-007. The Officer can be contacted in person from Monday to Friday (8: 30 am-3:30 pm) or by e-mail: iod@uj.edu.pl or by phone: 12 663 12 25.
3. Your personal data will be processed for the purposes of the legitimate interests pursued by the controller pursuant to art. 6 par. 1it. F GDPR which is the organization and conducting the competition: **Research Support Module**. In relation to the winners of the competition, processing of the data is necessary for compliance with legal obligations imposed upon the organizer as a subject publicly announcing the reward, pursuant to art. 6 par. 1it. C GDPR.
4. Providing your personal data is voluntary, but is necessary for participation in the competition: **Research Support Module.** If you refuse to provide your data, you may not enter the competition. Winners are obliged to provide their data by law and it is the condition for issuance of a prize.
5. Your personal data will not be made available to other subjects, except for the announcement of the results of the **Research Support Module** competition.
6. Your personal data will not be transferred to third countries (outside the European Economic Area) or to international organizations.
7. Your data will be stored for the duration of the organization of the competition: **Research Support Module** and until the final settlement and closing of the competition, and until the expiration of the statute of limitations for claims that may arise from the participation in the competition.
8. You have the right to: access your data and rectify it, delete it (unless further processing is necessary to comply with legal obligations or to establish, investigate, or defend claims), limit its processing, transfer such data, object to its processing.
9. Your personal data will not be subject to automatic decision making or profiling.
10. You have the right to lodge a complaint with the President of the Office for Personal Data Protection if you feel that the processing of your personal data is in violation of the provisions of the General Regulation.

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