

Rules of the Call for Proposals "Grants4NCUStudents"
for implementation of research tasks and mobility abroad
by students and doctoral students of the Nicolaus Copernicus University in Toruń
under the "Excellence Initiative - Research University" programme (IDUB)

1. The Call for Proposals "Grants4NCUStudents" is organised under the "Excellence Initiative - Research University" programme (pł IDUB) in which the Nicolaus Copernicus University in Toruń was awarded the status of a Research University by the decision of the Minister of Science and Higher Education.
2. The Rules of "Grants4NCUStudents" set out the terms and procedure for awarding funds for the implementation of student and doctoral research, participation of students in conferences abroad and in calls for proposals conducted under an internal contest.
3. At least one edition of the call for proposals is planned to be held annually by 2025 until funds allocated for this purpose under the IDUB programme are exhausted.
4. The objective of the call for proposals "Grants4NCUStudents" is to support the scientific initiatives of students and doctoral students which are in line with four most important objectives of the NCU as a research university (4xI@NCU), namely: internationalization, interdisciplinarity, innovation and integrity. These include especially preliminary research, exploratory research, pilot studies, research mobility, purchase of materials, travel to attend international conferences, and participation in calls for proposals.
5. The call for proposals is intended for:
 - a) NCU students,
 - b) NCU Student Scientific Societies,
 - c) NCU doctoral students (except for doctoral students who are members of the teams organised under Centers of Excellence or Emerging Fields).
6. One person (student, doctoral student) or a team consisting of students and/or doctoral students may submit an application in the call for proposals.
7. In one edition of a call for proposals a student or doctoral student may submit an application individually and concurrently be a member of one team submitting an application.
8. Throughout the duration of the IDUB programme (i.e. until 2025), one person (either individually or as a team member) may receive funding in the call for proposals more than once.
9. If an applicant, who has received support in the call for proposals, submits a subsequent application, the documented scientific effects of implementing previous proposals shall be taken into account in its assessment.
10. Preference shall be given to those applicants who, as a result of implementing a proposal, plan to publish their scientific work in a journal (from the currently applicable list of journals of the Ministry of Science and Higher Education), a chapter in a

monograph or a monograph (from the currently applicable list of publishers who publish peer-reviewed scientific monographs).

11. The applicant may submit an application for the implementation of:
 - a) research project (Annex 1A to be completed),
 - b) travel to attend an international conference or participate in a call for proposals (Annex 1B to be completed),
 - c) research project and travel to attend a conference abroad (Annex 1A and 1B to be completed; in the case of a team, travel to attend a conference abroad may involve all team members or a selected person(s)).
12. The maximum amount of funding for one research project is PLN 5 000 (five thousand).
13. The maximum amount of funding for travel to attend a conference abroad or to participate in a call is PLN 5 000 (five thousand PLN) per person.
14. A project that is already funded under another call cannot be entered into this Call for proposals (e.g. announced by the National Science Centre (*pl* NCN), Ministry of Science and Higher Education (*pl* MNiSW), National Programme for the Development of Humanities (*pl* NPRH), the National Centre for Research and Development (*pl* NCBR), Foundation for Polish Science (*pl* FNP) or the Polish National Agency for Academic Exchange (*pl* NAWA)).
15. The project shall have a scientific supervisor. The project supervisor shall be an academic teacher who is an employee of the Nicolaus Copernicus University and holds at least a doctoral degree.
16. The academic supervisor of an individual project implemented by a doctoral student shall be their advisor/supervisor or a person authorised by them.
17. Queries about the call for proposals may be sent to: Grants4NCUStudents@umk.pl with "Grants4NCUStudents" in the subject line.
18. Applications for the call for proposals "Grants4NCUStudents" shall be sent using the application form attached as Annex 1 to these Rules to **28 February 2020** via mail to: Grants4NCUStudents@umk.pl.
19. A complete submission in English shall include:
 - a) full details of the applicants (name, surname, date of birth, field of study, year of a degree programme, telephone number, email address);
 - b) description of the planned activity (in accordance with the application form) and description of the effects of the implementation of previous projects (in case of persons who received funding in previous editions of the call);
 - c) the approval of the Bioethics Committee (if required);
 - d) project cost estimate, including materials necessary to carry out the research project, travel costs and other in-kind expenses.
20. Call for proposals procedure
 - a) Submitted applications shall be evaluated against the formal and substantive criteria by Selection Boards composed of experts from Scientific Council for the Field of Science (SCFS) for three field groups: (1) Humanities, Social Sciences and

the Arts, (2) Exact Sciences, Natural Sciences and Technology, and (3) Life Sciences.

- b) Where there is a formal requirement, the rule "meets / does not meet" shall apply.
- c) Applications that do not meet formal requirements shall not be submitted for further substantive evaluation. Where justified, the Applicant may be requested to complete the application within time limit specified by the Selection Board;
- d) For the purposes of substantive evaluation, a scale of 0-100 points is applied:
 - When evaluating research projects, the following shall be taken into account: project substantive value (up to 50 points), innovativeness (up to 20 points), eligibility of planned expenditures (up to 15 points). Additionally, scientific output, achievements to date and experience of the author(s) of the project shall be evaluated (up to 15 points);
 - When evaluating travel to attend a conference abroad, the following shall be taken into account: significance of a conference (up to 50 points), form of participation (up to 20 points), eligibility of planned expenses (15 points), achievements to date and experience of the applicant(s) (up to 15 points);
 - When evaluating participation in a call for proposals, the following shall be taken into account: significance of a call (up to 50 points), eligibility of planned expenditure (15 points), achievements to date and experience of the applicant(s) (up to 35 points).
- e) Laureates in the call shall be selected in three groups:
 - individual applications from students,
 - individual applications from doctoral students,
 - team applications.
- f) The list of laureates shall be announced at www.umk.pl/idub. The decisions, including the evaluation report - Annex 2 to these Rules, shall be sent by e-mail to the address entered in the application form.

21. The laureates of the call for proposals shall receive financial support in the form of a grant for the implementation of the proposal.

22. The project or travel to attend a conference abroad must be completed within 12 months of the receipt of the funds for its implementation, subject to the condition that the funds allocated in the first edition of the call must be fully disbursed by 7 December 2020.

23. In order to implement the application proposal, the participant is obliged to follow the procurement procedures in accordance with the applicable Rules on Public Procurement. In order to implement a grant to travel to attend a conference abroad or participate in a call for proposals, the participant is obliged to obtain all approvals in accordance with the procedures in force at the NCU (Order No 15 of the Rector of the Nicolaus Copernicus University in Toruń of 12 February 2019 on mobility abroad of employees, doctoral students and students of the Nicolaus Copernicus University in Toruń).

24. The Selection Board reserves the right to call upon the Authors of submitted research projects (at or after the selection stage) in order to discuss detailed issues related to the implementation of the research project or the mobility.
25. Mobility costs are settled on the basis of actual expenses incurred, in accordance with the procedures in force at the NCU to the amount awarded.
26. The project participant agrees to settle the costs of the mobility in accordance with the regulations in force at the NCU.
27. The Organiser makes a reservation that all materials needed for the implementation of the scientific project must be purchased in accordance with the Public Procurement Law and the terms and conditions of the project under which the call for proposals is carried out.
28. The Board makes a reservation as to whether or not to modify any issues related to the implementation of the research project in order to ensure safety and compliance with applicable law.
29. Appeals against decisions of the Board must be in writing (scan of the signed document) and sent to: Grants4NCUStudents@umk.pl, with the note "Appeal – Grants4NCUStudents" no later than 7 days after the announcement of the results of the call for proposals.
30. The appeal shall contain the details of the Participant, a detailed description of the reason for the appeal, and the arguments which might lead the Board to amend the decision. In case of the failure to provide the necessary information, the Organizer reserves the right to leave the application without consideration. The decision of the Board after considering the appeal is final.
31. The organizer has the right to amend the provisions of these Rules provided that the conditions of participation in the project are not affected. The Organiser shall each time inform the Participants of a modification of the Rules by posting a new version of the Rules at <https://www.umk.pl/idub/ogloszenia/>.

Rules approved by

NCU Rector Magnificus
Prof. dr hab. Andrzej Tretyn