



UNIwersytet Jagielloński  
w Krakowie

Prorektor ds. badań naukowych

1027.0643.29.2021

**JAGIELLONIAN UNIVERSITY  
ANNOUNCEMENT  
OF THE VICE-RECTOR FOR RESEARCH  
of 10 May 2021**

**on: submitting applications for project financing under the PRELUDIUM 20 call for proposals, announced by the National Science Center.**

I would like to inform you that the National Centre of Science (NCN) has announced a competition for projects involving basic research within the PRELUDIUM 20 programme for research projects **research projects carried out by early career researchers without a PhD degree..**

The deadline for submission of applications to NCN is **15 June 2021 at 4.00 pm.**

The deadline for delivering the final version of applications to the call supervisor at CAWP UJ is **8 June 2021 at 3.30 pm.**

**Conditions and rules for applying are available at:**

- NCN: [ncn.gov.pl](http://ncn.gov.pl) tab "Currently open calls for proposals"
- CAWP: [www.cawp.uj.edu.pl](http://www.cawp.uj.edu.pl) tab "Open calls" → "Calls for proposals of the National Science Centre"

**Information on the preparation of applications:**

- The project implementation period may be **12, 24 or 36 months.**
- The amount of financing **may not exceed:**
  - PLN 70.000 for projects with an implementation period of 12 months,
  - PLN 140.000 for projects with an implementation period of 24 months,
  - PLN 210.000 for projects with an implementation period of 36 months.
- The number of members of the project team may not exceed three (except for a collective contractor), and a person with a postdoctoral degree or an academic title / title of professor may only act as a research supervisor in the application.
- The research supervisor may not use the funds provided for the implementation of the project in any way. In particular, the project funds cannot finance the costs of the academic tutor's salaries and the costs of their business trips, including the costs of participation in conferences or seminars.
- Remuneration under the projects may only be provided for remuneration for the research team, ie the Principal Investigator and (optionally) the researcher, and shall amount to a maximum of PLN 1,500 per month. Salaries may be paid on the basis of employment contracts and civil law contracts.
- Change of provisions regarding the conditions to be met by the Principal Investigator: The Principal Investigator is obliged to stay for at least 50% of the project duration on the territory of the Republic of Poland and at the disposal of the entity implementing the project. The mentioned time includes trips documented by business trips directly related to the implemented project and holidays regulated by the provisions of the labour law.
- **In a given edition of call for proposals, one can be indicated as a Principal Investigator only in one application.** This means that in this edition of NCN calls for proposals, a given person may be nominated only once as a Principal Investigator in OPUS 21 or PRELUDIUM 20 application.

- **The total value of the research equipment** (fixed assets) planned for purchase may not exceed 30% of the amount of funds requested for project implementation. Purchase of computers and software (license for more than 12 months of use), please include in the project budget under the cost of research equipment, devices and software, but not less than 30% of the total value of the equipment.
- **Direct costs cannot be used to finance publication costs of scientific articles or costs of making research data available in open access (so-called Open Access).** Planning Open Access costs from direct costs will result in the rejection of the application at the stage of formal assessment. Costs of publication charges (so-called Article Processing Charges) in hybrid journals, as defined in NCN Policy on Open Access to Publications, are not eligible at all (including indirect costs).
- **NOTE: eligible costs do not include costs of publication of a monograph resulting from the research project until a positive assessment in the review process conducted by NCN.**
- In the project budget, within the direct costs, one should include the purchase cost of a qualified signature in the amount of **ca. 205 PLN** (signature set + extension - valid for four years).
- VAT should be included in the project budget (**VAT is an eligible cost of the project**), please provide gross amounts in the cost estimate.
- **Changes in indirect costs.** Indirect costs are costs indirectly related to the research project but necessary for its implementation, consisting of:
  - **Open Access indirect costs of up to 2% of direct costs**, which can only be used for costs related to making publications or research data available research data in open access. Please include these costs in the planned budget of the project in the maximum possible amount;
  - **other indirect costs of up to 20% of direct costs** that may be allocated to indirect costs related to the project, including costs of making publications or research data available in open access.
- Basic data of the unit (UJ) necessary to complete the application are available at CAWP: [cawp.uj.edu.pl/projekty/dla-wnioskujacych/dokumenty](http://cawp.uj.edu.pl/projekty/dla-wnioskujacych/dokumenty)

#### **Form of application submission:**

Applications in the OPUS 21 competition are submitted in electronic form only. The application with the required attachments is **submitted electronically by the Principal Investigator in the ZSUN/OSF system** (Integrated System of Services for Science/Service for Funding Streams) available at: [osf.opi.org.pl](http://osf.opi.org.pl)

#### **JU Internal regulations:**

In accordance with Announcement No. 56 of the JU Vice-Rector of 11 July 2016 on: *Rules of Procedure for the Preparation and Implementation of Externally Funded Projects at the Jagiellonian University*, those interested in participating in the call for proposals please send to the call supervisor at CAWP:

**- by May 27, 2021 a draft version of the application in the form of a PDF file** generated from the ZSUN/OSF system (the draft requires at least the following sections to be completed: Applicant, Principal Investigator / supervisor / researcher, Research plan, Cost estimate and its justification)

**- by 8 June 2021 (until 3.30 p.m.):**

- **the final version of the application** in the form of a PDF file generated from the ZSUN/OSF system document: option "Print PDF" with the name according to the formula: Surname and first name of the Principal Investigator, name of the programme, date of the document (Kowalski\_Jan\_PRELUDIUM\_20\_08-06-2021), signed with a qualified signature by the head of the organisational unit of the Jagiellonian University, i.e. Dean or Director/Manager of another organisational unit),
- document generated from ZSUN/OSF: "**Confirmation of submission of the application by the person representing the entity**",
- a scan of a signed document generated from ZSUN/OSF: "**Confirmation of application submission by the Principal Investigator**" or a document signed with a qualified signature,

and

- **Project Registration Form**, completed in the JU Project Zone system, available at: <https://strefaprojektow.uj.edu.pl/>. **Instructions** for filling in the forms are available at: <https://cawp.uj.edu.pl/strefa-projektow>

**- by 20 May 2021 - if the project is planned in cooperation with other entities:**

- and UJ acts as a leader in the project:
  - an agreement on cooperation of a group of entities for the implementation of the requested research project (developed by NCN), downloaded from the ZSUN/OSF system (tab "Implementing entities") as a PDF file,
  - additional agreement approved by the JU Team of Legal Advisors, prepared in accordance with the rules which constitutes Attachment No. 1 to this Announcement (extended version of the agreement on cooperation of a group of entities for the implementation of the proposed research project),
- in a situation where UJ acts as a partner in the project:
  - agreement on cooperation of a group of entities for the implementation of the proposed research project (prepared by NCN) in the form of a PDF file sent by the Principal Investigator,
  - additional agreement approved by the JU Team of Legal Advisors, prepared according to the rules which constitutes Attachment No. 1 to this Announcement (extended version of the agreement on cooperation of a group of entities for the implementation of the proposed research project),

The provisions included in the model agreement (prepared by NCN) cannot be modified or supplemented by additional regulations between the entities.

**NOTE:** Enclosing a signed agreement (prepared by NCN) in ZSUN/OSF system is a condition for blocking the application and generation of required confirmations. It is required to attach the document in PDF format signed with a qualified electronic signature or a scan of a document signed by hand.

In order to regulate the cooperation between partners within a group of entities, it is necessary to conclude an additional agreement (Attachment No. 1 to this Announcement - extended version of the agreement on the cooperation of a group of entities for the implementation of the proposed research project).

**Please note that the additional agreement should not be attached to the application for funding in the ZSUN/OSF system.**

Please note that sending an application through the system is an irreversible operation, which makes it impossible to make any later changes. The application should be sent in the ZSUN/OSF system after attaching the signed document "*Confirmation of submission by the person representing the entity*" and "*Confirmation of submission by the Principal Investigator*".

The documents indicated above, signed by the UJ authorities, will be sent by the call supervisors at CAWP to the email addresses provided by you.

Should you have any questions or doubts concerning the preparation of your application, please contact the call supervisors at CAWP:

- **Panel HS** - Katarzyna Pilipowicz, phone: 12 663 30 05, [katarzyna.pilipowicz@uj.edu.pl](mailto:katarzyna.pilipowicz@uj.edu.pl)
- **Panel NZ** - Aleksandra Ryś, phone: 12 663 30 02, [aleksandra.rys@uj.edu.pl](mailto:aleksandra.rys@uj.edu.pl)
- **Panel ST** - Marek Plewa, phone: 12 663 30 03, [marek.plewa@uj.edu.pl](mailto:marek.plewa@uj.edu.pl)

In all matters concerning employment and remuneration within the projects, please contact Ms Sylwia Śliwińska, phone: 12 663 30 12, [sylwia.sliwinska@uj.edu.pl](mailto:sylwia.sliwinska@uj.edu.pl)

For questions concerning the preparation of the Data Management Plan for the research project, please contact

- Mr Leszek Szafranski, phone: 12 663 35 89, [l.szafranski@uj.edu.pl](mailto:l.szafranski@uj.edu.pl)

- Ms Katarzyna Szczepaniec, phone: 12 663 34 42, k.szczepaniec@uj.edu.pl

Link to online training on YouTube channel on how to complete the Data Management Plan:  
<https://www.youtube.com/watch?v=jSiRR8VSm40>

Attachment:

1. Model of an extended agreement on cooperation of a group of entities for the implementation of the proposed research project.