



UNIWERSYTET JAGIELLOŃSKI
W KRAKOWIE

1027.0643.56.2021

Prorektor ds. badań naukowych

**COMMUNICATION
BY JAGIELLONIAN UNIVERSITY VICE-RECTOR
FOR RESEARCH
of 23 July 2021**

**on: submitting project funding proposals under
the SONATA BIS 11 call announced by the National Science Centre**

This is to inform you that the National Science Centre (NCN) has published a call in basic research under the **SONATA BIS 11 funding scheme for research projects aiming to create a new research team**, with the principal investigator being a researcher with a PhD degree conferred within **5 to 12 years before the proposal submission year** (in the period from 1 January 2009 to 31 December 2016, with possible extensions on a case-to-case basis).

Deadline for submitting proposals to the NCN is 15 September 2021, 4 p.m.

GMT+1. Terms and conditions of applying in the call are available on the

websites:

- NCN: www.ncn.gov.pl under tab 'Open calls'
- CAWP: www.cawp.uj.edu.pl under tab 'Open calls' → 'National Science Centre open calls.'

Information on preparing proposals

- Under the call a research project may be planned with a duration of **36, 48 or 60 months**.
- The principal investigator's scientific achievements must include **at least one paper published or accepted for publication**.
- One can act as the principal investigator in a research project financed under the SONATA BIS call only once.
- In the SONATA BIS call as **principal investigator may not be named a person who has been named as principal investigator in a proposal submitted in an OPUS call for which no funding decision has yet become final**. This condition does not apply to principal investigators in proposals submitted to the OPUS LAP call.
- Research team: members of the research team (other than the project's principal investigator) **may not include**:
 - persons holding an academic title, title of full professor, a degree of habilitated doctor or equivalent (this condition must be fulfilled on the day of closing the call for proposals),
 - persons who have collaborated on a research project funded as a result of a call procedure.
- For the completion of tasks in the project **the engagement of a PhD student(s)** should be planned for the total period of at least 36 months.
- **Full-time remuneration at post-doc type post** may be planned by the principal investigator for a person who, among other things:
 - have been awarded a PhD degree within 7 years before 1 January of the year of joining the project,
 - the principal investigator has not been supervisor or auxiliary supervisor of their doctoral dissertation,
 - they will be employed for a period of at least 6 months,

- has been conferred a PhD degree by an entity other than the one planning to employ them at this post or has completed a continuous and evidenced post-doctoral fellowship of at least 10 months in an entity other than the participating entity and in a country other than the one in which they have been conferred a PhD degree,
 - in the period of receiving this remuneration they shall not be receiving other remuneration paid out of funds awarded under the heading of direct costs in research projects funded under NCN calls;
 - in the period of receiving that remuneration they shall not be receiving remuneration from another employer pursuant to a contract of employment, including from an employer established outside the territory of Poland,
 - under the project so-called **doctoral scholarships** may be funded, for doctoral students who meet the requirements specified in the Act of 20 July 2018, 'Law on higher education and science (doctoral schools).'
 - The principal investigator may reduce the number of obligatory teaching hours by 50%.
 - The project's budget should account for the amount of VAT (**VAT is an eligible cost**).
Please state gross amounts in the cost estimate.
 - **Changing the amount of indirect costs.** Indirect costs are the costs related to the research projects indirectly, but indispensable to its implementation, which include:
 - **Open Access indirect costs in the amount up to 2% of direct costs**, which may be directed **exclusively** toward the costs related to the making publications or research data available in open access. Please include these costs in the planned budget in the maximum possible amount;
 - **other indirect costs in the amount up to 20% of direct costs**, which may be directed toward the costs related to the project indirectly, including also costs of making publications or research data available in open access.
- PLEASE NOTE:** costs of publishing a monograph resulting from a research project implementation do not count as eligible costs **until positive evaluation** in the review process by the NCN.
- **Direct costs may not cover the costs of publishing articles nor costs of making research data available in open access. Calculating open access costs as direct costs shall result in rejecting the proposal at the stage of formal eligibility check.** Article Processing Charges in hybrid journals, as defined in the NCN Policy of open access to publications are in no way eligible (including under indirect costs).
 - A purchase of a qualified electronic signature should be included in the project's budget under direct costs, amounting ca PLN 205 (a signature suite + validity extension – valid 4 years).
 - Basic data of the entity (JU) required for the completion of the proposal are available on the website of the CAWP: cawp.uj.edu.pl/projekty/dla-wnioskujacych/dokumenty.
 - **One may be named as principal investigator only once in a given call edition.** This means that in the present edition of the NCN calls a person may only once be named as principal investigator: in a MAESTRO 13 or SONATA BIS 11 proposal.
 - **Change of the provisions regarding the conditions to be met by the project's principal investigator:** The project's principal investigator shall spend at least 50% of the project's time on the territory of the Republic of Poland, and shall be available for the project's host entity. The above mentioned time includes documented business trips directly related to the implemented project and leaves governed by labour law. Moreover, the project's principal investigator may only be employed over the entire course of the project's implementation at the entity planned as the host entity, pursuant to a contract of employment for at least half time. The requirement of employment does not apply to beneficiaries of the social security system's old-age pensions.

Form of submitting proposals:

The SONATA BIS 11 call admits only of proposals submitted in electronic form. The proposal alongside the required annexes shall be **submitted in electronic form by the principal investigator in Format** (Zintegrowany System Usług dla Nauki/Obsługa Strumieni Finansowania) system, accessed through the website: osf.opi.org.pl

JU internal regulations:

Pursuant to the Order no 56 of JU Rector 11 July 2016 on: *The procedure for drawing up and implementing projects funded from external sources at Jagiellonian University* persons interested in entering the call are asked to deliver to the CAWP:

- **by 23 August 2021 – in the event that the project is planned in collaboration with other entities:**
 - and JU acts as leader in project:
 - an agreement on collaboration of a group of entities toward implementation of the proposed research project (drawn up by the NCN), to be downloaded from the ZSUN/OSF system (under tab 'Host entities') in the form of a PDF file,
 - additional agreement confirmed by JU Legal Team, drawn up in accordance with the template attached as annex 1 to this Communication (an extended version of the agreement on collaboration of a group of entities toward implementation of the proposed research project),
 - and in the event that JU acts as partner in the project:
 - the agreement on collaboration of a group of entities toward implementation of the proposed (drawn up by the NCN) in the form of a PDF file, sent by the project's leader,
 - additional agreement confirmed by JU Legal Team, drawn up in accordance with the template attached as annex 1 to this Communication (an extended version of the agreement on collaboration of a group of entities toward implementation of the proposed research project).

Provisions included in the template agreement (drawn up by the NCN) may not be modified nor appended with additional regulations between the entities.

PLEASE NOTE: Supporting the signed agreement (drawn up by the NCN) in the ZSUN/OSF system is a condition of blocking the proposal for edition and generating the required confirmation. The document in the PDF format should be supported, signed with a qualified electronic signature. Alternatively, a scan of the document with a handwritten signature may be supported.

For the purpose of adjusting the collaboration between partners in a group of entities it is necessary that an additional agreement be concluded (annex 1 to this Communication: an extended version of the agreement on collaboration of a group of entities toward implementation of the proposed research project).

Please bear in mind that the additional agreement should not be attached to the Funding proposal in the ZSUN/OSF system.

- **by 31 August 2021, the draft version of the proposal** in the form of a pdf file sent to the address of the call assistant at the CAWP (the draft version means at least the need to complete at least the sections: Applicant, Principal Investigator, Investigators, Research plan, Cost estimate and its justification);
- **by 7 September 2021 (3:30 p.m. GMT+1):**
 - **final version of the proposal** in the form of a pdf file generated by the ZSUN/OSF system: select option 'Print PDF' named in accordance with the template: Surname and given name of the principal investigator, name of the programme, date of the document (Kowalski_Jan_SonataBis11_07-09-2021), signed with a qualified electronic signature by the head of the JU organisational entity, i.e. the dean or director/head of other organisational entity) acting as the project's host entity,
 - a document generated by the ZSUN/OSF: **'Confirmation of submitting the proposal by a representative of the entity,'**
 - a signed scan of the document generated by the ZSUN/OSF: **'Confirmation of submitting the proposal by the principal investigator'** or a document signed with a qualified electronic signature,and
 - **Research project registration form**, filled out in the system
JU Project Zone available at: <https://strefaprojektow.uj.edu.pl/>.

Out of concern for the quality of the submitted projects, especially in terms of meeting formal requirements, you are encouraged to deliver the documents to the CAWP well ahead of the above mentioned deadlines.

Please consider the above mentioned deadlines as final.

Please bear in mind that sending the proposal in the system cannot be reversed and prevents later modifications. **In light of the above, the proposal in electronic form should be sent only once signatures have been secured on the 'Confirmation of submitting the proposal by a representative of the entity.'**

The above mentioned documents, signed by JU authorities, shall be delivered by the call assistants at the CAWP to the email addresses you have specified.

With queries and doubts regarding preparing the proposal you are welcome to contact call assistants at the CAWP:

- **Mateusz Basarab**, phone 12 663 38 64; mateusz.basarab@uj.edu.pl
 - Faculty of Law and Administration
 - Faculty of Management and Social Communication
 - Extra-faculty entities
- **Agnieszka Gajda-Górecka**, phone 12 663 30 25; agnieszka.gajda-gorecka@uj.edu.pl:
 - Faculty of Biology
 - Faculty of International and Political Studies
- **Jakub Górka**, phone 12 663 30 11; jakub.gorka@uj.edu.pl
 - Faculty of Philosophy
 - Faculty of Polish Studies
- **Łukasz Kucharzyk**, 12 663 38 49; lukasz.kucharzyk@uj.edu.pl
 - Faculty of Biochemistry, Biophysics and Biotechnology
 - Faculty of Philology
- **Joanna Łyczek**, 12 663 38 92; joanna.lyczek@uj.edu.pl
 - Faculty of History
 - Faculty of Mathematics and Computer Science
- **Monika Mikołajczyk**, 12 663 38 39; monika.wojtasinska@uj.edu.pl
 - Faculty of Chemistry
 - Faculty of Geography and Geology
- **Monika Pacholczyk**, phone 12 663 30 09; monika.pacholczyk@uj.edu.pl
 - Faculty of Physics, Astronomy and Applied Computer Science

In matters regarding employment and remuneration in the prepared projects, please contact **Ms Kamila Balicka**, phone 12 663 38 89, kamila.balicka@uj.edu.pl or **Ms Sylwia Borczuch**, phone 12 663 30 12, sylwia.sliwinska@uj.edu.pl

Whereas regarding the drawing up of a Data Management Plan in research projects, please contact:

- Mr Leszek Szafrąński, phone 12 663 35 89, l.szafranski@uj.edu.pl
- Ms Katarzyna Szczepaniec, phone 12 663 34 42, k.szczepaniec@uj.edu.pl
- Ms Małgorzata Galik, 12 663 35 89, malgorzata.galik@uj.edu.pl

A link to a YouTube on-line course on completing the Data Management Plan:
<https://www.youtube.com/watch?v=jSIRR8VSm40>

Annex to the Communication:

1. Template agreement on collaboration of a group of entities toward implementation of the proposed research project.

Signed by /
Podpisano przez:



Piotr Kazimierz
Kuśtrowski

Date / Data: 2021-
07-23 14:02