



UNIwersytet Jagielloński
w Krakowie

Prorektor ds. badań naukowych

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**COMMUNICATION
BY JAGIELLONIAN UNIVERSITY
VICE-RECTOR FOR RESEARCH
of 14 January 2022**

on: submitting applications for project financing under the "SONATINA 6" call for proposals, announced by the National Science Centre.

I would like to kindly inform you that the National Science Centre (NCN) has announced the **SONATINA 6** call for proposals for research projects in which **the principal investigator must be a researcher with a PhD degree conferred within 3 years before the proposal submission year** (in the period between 1 January 2019 and 31 December 2021), or **whose PhD degree will be conferred by 30 June 2022**.

The aim of the call for proposals is to support the careers of young researchers by **creating employment and research opportunities in Poland**, as well as **enabling them to gain knowledge and experience during internships in high-quality foreign research centres**.

The deadline for submitting applications is 15 March 2022 until 4 p.m.

Information on the dates, terms of the call and the rules for submitting applications is available at:

- the National Science Centre: www.ncn.gov.pl tab → "Open calls"
- Research Support Centre (CWN): www.cwn.uj.edu.pl in the "Open calls" tab → "National Science Centre open calls".

An application may be submitted to the call:

- for research that has not been and is not financed by the National Science Centre or other sources;
- covering **research** within the meaning of Art. 4 sec. 2 of the Act of 20 July 2018, Law on Higher Education and Science (Journal of Laws of 2021, item 478), in any of the disciplines specified by the NCN Council in NCN panels;
- in which the employment of the project manager will be planned on the terms specified in the Regulations, **on the basis of a full-time employment contract for the entire planned period of the research project implementation, in an entity other than the entity, in which the Principal Investigator obtained a doctoral degree**. If the project period is extended, the entity must also hire a full-time project manager;
- which includes the implementation of a research project planned for **24 or 36 months**;
- in which the Principal Investigator has planned a **foreign internship**, lasting from 3 to 6 months, carried out during the research project in a foreign research centre of his choice (from the list of NCN countries) and will present a document in English confirming his consent to the foreign internship;

Principles of proposal preparation and conditions of project implementation:

- one may act as principal investigator in a SONATINA call **only once**;
- a principal investigator is obliged to stay for at least 50% of the project duration in the territory of Poland and remain at the disposal of the entity implementing the project. The aforementioned time includes business trips documented by business delegations which are

- directly related to the implemented project and vacations regulated by the provisions of the labour law;
- the project cost estimate does not include funds for the purchase or production of research equipment, devices or software;
 - the budget of the project should include the VAT value (**VAT is an eligible cost in the project**). All prices should be given in gross amounts;
 - **indirect costs** (costs indirectly related to the research project but necessary for its implementation) should be included in the budget of the project. Indirect costs consists of:
 - **Open Access indirect costs in the amount up to 2% of direct costs**, which can only be allocated to costs related to the making publications or research data available in open access. Please include these costs in your planned project budget in the maximum possible amount;
 - **other indirect costs in the amount up to 20% of direct costs**, which may be allocated to costs related to the project indirectly, including also costs of making publications or research data available in open access;
 - 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).
 - **Research Team:**
 - in the SONATINA call **it is not possible to plan** a full-time remuneration for a post-doc, senior researcher and a specialist auxiliary position;
 - **it is also not possible to plan salaries within the category** of salaries and scholarships for students and PhD students;
 - in SONATINA call **it is possible to plan** remuneration of the research team within additional remuneration. It is also possible to plan salaries for students and doctoral students in this category.

Basic data of the unit (JU) necessary to complete the application are available on the CWN website: www.cwn.uj.edu.pl/projekty/dla-wnioskujacych/dokumenty.

Form of submitting proposals to NCN:

The proposal alongside the required annexes shall be submitted exclusively in the electronic form via the ZSUN/OSF system (Zintegrowany System Usług dla Nauki/Obsługa Strumieni Finansowania) system, accessed through the website: osf.opi.org.pl

Internal Regulations:

Pursuant to the Ordinance No. 56 by JU Rector of 11 July 2016 on: terms and conditions of the procedure for preparing and implementing projects funded from external sources at Jagiellonian University, researchers interested in participating in the call should submit to the CWN:

- **by 21 February 2022, if the project is planned in collaboration with other entities:**
 - and JU acts as a leader in the 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);
 - Research project registration form, filled out in the JU Project Zone system <https://strefaprojektow.uj.edu.pl/>
 - 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);
 - Research project registration form, filled out in the JU Project Zone system <https://strefaprojektow.uj.edu.pl/>

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 a signed agreement (drawn up by the NCN) in the ZSUN/OSF system is a condition of blocking 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.

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

- **by 24 February 2022, the draft version of the proposal** in the form of a PDF file sent to the address of the call assistant at the CWN (the draft version means the need to complete at least the sections: Applicant, Principal Investigator / Supervisor / Contractor, Research plan, Cost estimate and its justification);
- **by 8 March 2022 (3:30 p.m. GMT+1) final version of the proposal in the form of PDF file:**
 - a) generated from the application system: option "Print PDF" with a file name according to the formula: Surname and first name of the Principal Investigator, programme name, date of the document (Kowalski_Jan_SONATINA6_08_03_2022), signed with the electronic signature of the Head of the Unit where the project will be carried out (i.e. Dean of the Faculty or Director of the unit, according to the specifics of the given unit);
 - b) **Project Registration Form** filled electronically via the **JU Project Zone** at the following webpage: <https://strefaprojektow.uj.edu.pl/>. This does not apply to applications in which an agreement on collaboration of a group of entities toward implementation of the proposed research project was previously submitted to the CWN;
 - c) generated from the ZSUN/OSF system, the document titled "**Confirmation of submitting the proposal by an authorised representative**" in a PDF file;
 - d) scan of the generated from the ZSUN/OSF system and signed by the Principal Investigator the document titled "**Confirmation of submitting the proposal by the Principal Investigator**" with his qualified signature;
 - e) confirmation of awarding the Principal Investigator with a PhD. degree, and in the event of the intention to obtain a PhD. degree, a declaration by the supervisor of a doctoral dissertation or a certificate issued by a competent entity on the expected date of awarding the degree, in the form of a scan of a document signed by hand or a document signed with a qualified electronic signature in the form of a file PDF;
 - f) a document in English confirming the consent of the research centre for the foreign internship to be carried out by the Principal Investigator, in the form of a scanned document signed by hand or a document signed with a qualified electronic signature in the form of a PDF file.

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 CWN well ahead of the above mentioned deadlines.

Please bear in mind that sending the proposal in the system cannot be reversed and prevents later modifications. The proposal should be sent in using the ZSUN/OSF system, supported with a signed version of the document "*Confirmation of proposal submission by a representative of the entity*" and "*Confirmation of proposal submission by the principal investigator*".

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

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

- **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

- **Monika Pacholczyk**, phone 12 663 30 09, monika.pacholczyk@uj.edu.pl
 - Faculty of Physics, Astronomy and Applied Computer Science
- **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
- **Monika Mikołajczyk**, phone 12 663 38 39, monika.wojtasinska@uj.edu.pl
 - Faculty of Chemistry
 - Faculty of Geography and Geology
- **Joanna Łyczek**, phone 12 663 38 92, joanna.lyczek@uj.edu.pl
 - Faculty of Mathematics and Computer Science
 - Faculty of History
- **Łukasz Kucharzyk**, phone 12 663 38 49, lukasz.kucharzyk@uj.edu.pl
 - Faculty of Biochemistry, Biophysics and Biotechnology
 - Faculty of Philology

In matters regarding employment and remuneration in the prepared projects, please contact Kamila Balicka, phone 12 663 38 89, kamila.balicka@uj.edu.pl or Sylwia Borczech, 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:

- Leszek Szafranski, phone 12 663 35 89, l.szafranski@uj.edu.pl
- Katarzyna Szczepaniec, phone 12 663 34 42, k.szczepaniec@uj.edu.pl
- 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:

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