



UNIwersytet Jagielloński  
w Krakowie

1027.0643.45.2022

Prorektor ds. badań naukowych

**COMMUNICATION  
BY JAGIELLONIAN UNIVERSITY VICE-RECTOR  
FOR RESEARCH  
of 15 July 2022**

**on: submitting project funding proposals under the SONATA BIS 12 call announced by the National Science Centre**

This is to inform you that the National Science Centre (NCN) has published a call under **the SONATA BIS 12 programme for research projects aiming to create a new research team conducting basic research.**

Deadline for submitting proposals to the NCN is 15 September 2022, 4 p.m.

Terms and conditions of application in the call are available on the websites of:

- NCN: [ncn.gov.pl](http://ncn.gov.pl) under tab "Open calls"
- RSC: [www.cwn.uj.edu.pl](http://www.cwn.uj.edu.pl) under tabs "Open calls" and "NCBiR 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 in a research project may be a person with a PhD degree conferred **within 5 to 12 years** before the submission year (in the period from 1 January 2010 to 31 December 2017, with possible extensions on a case-to case basis).
- 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.
- 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 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. This requirement does not apply to travel documented by business trips directly related to the implemented project as well as holidays, time off work and other absences from work regulated by generally applicable regulations.
- 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, may not be designated as the principal investigator in the current proposal. This condition does not apply to principal investigators in proposals submitted to the OPUS LAP call.
- **Research team:**
  - in addition to the principal investigator, involved in work on the project **may be** other investigators, including:
    - persons employed as *post-doc*,
    - persons holding specialised auxiliary post,
    - students and PhD students.
  - **A post-doc type post** is a full-time post planned by the project's principal investigator for a person who was awarded a doctoral degree at least 7 years before the year of employment in the project. This period may be extended in accordance with the regulations specified in the listing of cost categories in NCN-funded research projects

**Please note:** a person who 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, may be employed at *post-doc* type post. A person to be employed in the project at post-doc type post, shall be selected by way of an open call procedure.

- The engagement of a PhD student(s) **should be planned** for the total period of at least 36 months.
- **No engagement may be** planned for:
  - persons holding an academic title, title of professor, habilitation degree or equivalent degree or title (this condition must be met on the last day of submitting proposals under the call; not applicable to investigators involved in the project who will receive their academic title, title of professor, habilitation degree or equivalent degree or title in the course of the project);
  - persons who have collaborated on a research project funded as a result of a call procedure.
- The principal investigator may reduce the number of obligatory teaching hours by 50%.
- Direct costs **may not cover a.o. the costs of publishing articles nor costs of making research data available in open access.** 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).

**PLEASE NOTE:** Costs of publishing a monograph resulting from a research project implementation do not count as eligible costs **unless favourably evaluated in the review process by the NCN.**
- A purchase of a qualified electronic signature should be included in the project's budget under direct costs, amounting ca. PLN 360 (a signature valid 2 years + validity extension kit valid 2 years). The cost should be listed under the heading of "other direct costs — other expenses".
- **The project's budget should account for the amount of VAT** (VAT is an eligible cost), please use gross amounts in the cost estimate.
- **Indirect costs:** they are expenditures connected with the research project 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 available 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 include these costs in the planned budget in the maximum possible amount.

Basic data of the entity (JU) required for the completion of the proposal are available on the website of the RSC: <https://cwn.uj.edu.pl/projekty/dla-wnioskujacych/dokumenty>

#### **Form of submitting proposals:**

The proposal alongside the required annexes shall be submitted in electronic form by the principal investigator in the OSF system (Obsługa Strumieni Finansowania), accessed through the website: [osf.opi.org.pl](http://osf.opi.org.pl)

#### **Internal regulations:**

Pursuant to the Ordinance no 56 of JU Rector of 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 CWN:

- **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 OSF system (under tab "Host entities") in the form of a PDF file,

PL 31-007 Kraków, ul. Gołębia 24, tel. +48(12) 663 11 42, +48(12) 663 12 50, faks +48(12) 422 66 65

e-mail: [prorektor.nauka@uj.edu.pl](mailto:prorektor.nauka@uj.edu.pl)

- 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),
- a research project registration form, filled out in the JU Project Zone system: <https://strefaprojektow.uj.edu.pl/>
- o 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),
  - a 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 OSF system is a condition of locking 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 OSF system.**

- **by 31 August 2022, the draft version of the proposal** in the form of a pdf file sent to the address of the call assistant at the RSC (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 2022 (3:30 p.m.):**
  - o **final version of the proposal** in the form of a pdf file generated by the 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\_SonataBis12\_07-09-2022), 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,
  - o a document generated by the OSF: '**Confirmation of submitting the proposal by a representative of the entity,**'
  - o a signed scan of the document generated by the OSF: '**Confirmation of submitting the proposal by the principal investigator**' or a document signed with a qualified electronic signature, and
  - o **a research project registration form**, filled out in the JU Project Zone system (not applicable to proposals for which an agreement on collaboration of a group of entities toward implementation of the proposed research project has been submitted alongside the registration form at the RSC).

Out of concern for the quality of the submitted projects, especially in terms of meeting formal requirements, you are encouraged you to deliver the documents to the CWN 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. The proposal should be sent in using the ZSUN/OSF system, supported with a signed version of the document "Confirmation 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 call assistants at the RSC to the email addresses you have specified.

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

- **Mateusz Basarab**, phone no 12 663 38 64; [mateusz.basarab@uj.edu.pl](mailto:mateusz.basarab@uj.edu.pl)
  - Faculty of Law and Administration
  - Faculty of Management and Social Communication
  - Extra-faculty entities
- **Monika Pacholczyk**, phone no 12 663 30 09; [monika.pacholczyk@uj.edu.pl](mailto:monika.pacholczyk@uj.edu.pl)
  - Faculty of Physics, Astronomy and Applied Computer Science
- **Agnieszka Gajda-Górecka**, phone no 12 663 30 25; [agnieszka.gajda-gorecka@uj.edu.pl](mailto:agnieszka.gajda-gorecka@uj.edu.pl)
  - Faculty of Biology
  - Faculty of International and Political Studies
- **Jakub Górka**, phone no 12 663 30 11; [jakub.gorka@uj.edu.pl](mailto:jakub.gorka@uj.edu.pl)
  - Faculty of Philosophy
  - Faculty of Polish Studies
- **Monika Mikołajczyk**, 12 663 38 39; [monika.wojtasinska@uj.edu.pl](mailto:monika.wojtasinska@uj.edu.pl)
  - Faculty of Chemistry
  - Faculty of Geography and Geology
- **Joanna Łyczek**, 12 663 38 92; [joanna.lyczek@uj.edu.pl](mailto:joanna.lyczek@uj.edu.pl)
  - Faculty of Mathematics and Computer Science
  - Faculty of History
- **Łukasz Kucharzyk**, 12 663 38 49; [lukasz.kucharzyk@uj.edu.pl](mailto:lukasz.kucharzyk@uj.edu.pl)
  - Faculty of Biochemistry, Biophysics and Biotechnology
  - Faculty of Philology

In matters regarding employment and remuneration in the prepared projects and regarding doctoral scholarships in the project, please contact Ms Kamila Balicka, phone no 12 663 38 89, [kamila.balicka@uj.edu.pl](mailto:kamila.balicka@uj.edu.pl)

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

- Małgorzata Galik, phone no 12 663 35 89, [malgorzata.galik@uj.edu.pl](mailto:malgorzata.galik@uj.edu.pl)
- Joanna Konik, phone 12 663 35 89, [joanna.konik@uj.edu.pl](mailto:joanna.konik@uj.edu.pl)
- Leszek Szafranski, phone no 12 663 34 41, [l.szafranski@uj.edu.pl](mailto:l.szafranski@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

Signed by /  
Podpisano przez:



Piotr Kazimierz  
Kuśtrowski

Date / Data:  
15/07/2022 12:46