



UNIWERSYTET JAGIELLOŃSKI
W KRAKOWIE

Prorektor ds. badań naukowych

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COMMUNICATION
BY JAGIELLONIAN UNIVERSITY VICE-RECTOR FOR RESEARCH
of 24 January 2024

on: submitting project funding proposals under the SONATINA 8 call published by the National Science Centre.

This is to inform you that the National Science Centre (NCN) has published a call under its SONATINA 8 programme for research projects **carried out by individuals who have been granted their PhD degree in the proposal submission year or within 3 years prior to the proposal submission year** (between 1 January 2021 and 31 December 2023) **or will be granted their PhD by 30 June 2024.**

The objective of the call is to support the career development of early-stage researchers by creating **opportunities for full-time employment and research in Poland** and enabling them **to gain knowledge and experience during fellowships in first-rate foreign research institutions.**

The call for proposals is open by 15 March 2024, 16:00.

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

- The National Science Centre: ncn.gov.pl → "Open Calls"
- The Research Support Centre: www.cwn.uj.edu.pl → "Open calls" → "NCN open calls"

Submitted in the call may be a proposal:

- For the implementation of research that has been funded neither by the NCN nor from other resources;
- envisaging **research** within the meaning of Article 4.2 of the Act of 20 July 2018: Law on Higher Education and Science (Journal of Laws of 2023, item 742 as amended), **in any of the disciplines** defined by the NCN Council in the NCN panels;
- in which it will be planned to employ the principal investigator on the terms set out in the Regulations, **on the basis of a full-time employment contract for the entire planned period of implementation of the research project, in an entity other than the entity in which the principal investigator obtained the doctoral degree (PLEASE NOTE: in the event of extending the project implementation period, the entity (the Jagiellonian University unit acting as the project host entity) is obliged to employ the principal investigator also on a full-time basis);**
- which involves the implementation of a research project planned for either **24 or 36 months;**
- in which the principal investigator has planned **a foreign fellowship, lasting from 3 to 6 months, carried out during the research project** in a foreign research institute of their choice (from the NCN list of countries) and will submit a document in English confirming their consent to the foreign fellowship.

PLEASE NOTE: Due to the Russian invasion of Ukraine, the NCN Council has decided that proposals submitted to NCN calls must not provide for any collaboration between Polish and Russian entities. Proposals providing for such collaboration shall be rejected as ineligible.

Terms of drawing up proposals and conditions for project implementation:

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

- One may act as principal investigator in a SONATINA call **only once**;
- **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;
- No funds in the project may be allocated for purchase or construction of research equipment, devices or software;
- Direct costs **may not cover the costs of publishing research 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);
- 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;
- the project's budget should account for the amount of VAT (**VAT is an eligible cost in the project**), and gross amounts should be provided in the cost estimate;
- **Indirect costs** should be provided in the project's budget (they are expenditures connected with the research project indirectly, but indispensable to its implementation) which include:
 - **indirect costs of open access of up to 2% of direct costs** that may be spent **solely on open access to publications and research data** Please include these costs in the planned budget in the maximum;
 - **other indirect costs in the amount up to 20% of direct costs**, which may be directed towards the 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 planned in the project's cost estimate under direct costs, amounting ca. PLN 370 (this cost includes 2 years of validity with an additional extension for another 2 years (4 years in total)).
- **A research team:**
 - in the SONATINA call, **cannot plan** full-time remuneration for a post-doc, a senior researcher and a specialist support position;
 - it is also not possible for them to plan the remuneration within the remuneration categories and scholarships for students and doctoral candidates;
 - in the SONATINA call, **it is possible to plan** the remuneration of the research team as part of additional compensation. In this category, you can also plan remuneration for students and doctoral students.

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

Proposal submission at the NCN:

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

Internal regulations:

Pursuant to Ordinance No. 129 of 10 November 2022 by JU Rector on: *The procedure for drawing up and implementing projects funded from external sources at Jagiellonian University and hiring and rewarding personnel of the project* (not applicable to persons from JU MC) persons interested in entering the call are asked to deliver to the RSC:

- **by 21 February 2024 for the project planned in collaboration with a group of entities:**
 - and JU acts as a leader in the project:
 - a research project cooperation agreement (drawn up by the NCN), to be downloaded from the OSF system (under tab "Host entities") in the form of a PDF file,
 - a statement to the research project cooperation agreement (as per the template attached as Annex 1 to the Communication) signed by a person authorised to represent the Partner and a person responsible for the implementation of the project on the Partner's side. Sending the signed Statement is a condition for JU Authorities to approve the proposal.

- and when JU acts as a partner in the project:
 - a research project cooperation agreement of a group of entities (drawn up by the NCN) in the form of a PDF file, sent by the project's leader,
 - a statement to the research project cooperation agreement (as per the template attached as Annex 1 to the Communication) signed by a person authorised to represent the Leader and a person responsible for the implementation of the project on the Leader's side. Sending the signed Statement is a condition for signing the *Cooperation Agreement* by JU Authorities.

You are also asked to fill in and submit a Research Project Registration Form in Jagiellonian University Project Zone: <https://strefaprojektow.uj.edu.pl/>.

Provisions included in the template agreement (drawn up by the NCN) must 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.

After the funding will have been obtained, in order to regulate cooperation between partners within a group of entities, it will be necessary to conclude an additional agreement (an extended version of the cooperation agreement of a group of entities for the implementation of the applied research project) as per the template set out in Annex 2 to this Communication. The conclusion of an additional agreement is a condition for signing the project funding agreement.

- **by 27 February 2024**, a 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 the need to complete at least the sections: Applicant, Principal Investigator, Contractor, Research Plan, Cost Estimate and its justification); You are also asked to fill in the **Research Project Registration Form** in the JU Project Zone at: <https://strefaprojektow.uj.edu.pl/>. Filling in the form will allow you to place the final version of the proposal in JU Project Zone in order to obtain approval from JU authorities (in the case of projects carried out independently).
- **by 8 March 2024 (at 12.00)**, please place the following in the JU Project Zone, in accordance with the instructions constituting Annex 3 to this communication:
- a 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_SONATINA8_08-03-2024),
- a document generated by the OSF: "Confirmation of proposal submission - entity", named in accordance with the template: Kowalski_Jan_SONATINA8_POTWIERDZENIE JEDNOSTKA
- a signed scan of the document generated by the OSF: "Confirmation of proposal submission by the Principal Investigator: named in accordance with the template: Kowalski_Jan_SONATINA8_POTWIERDZENIE KIEROWNIK or a document signed with a qualified electronic signature,
- confirmation of awarding the doctoral degree to the principal investigator, and in the case of the intention to obtain a doctoral degree, a statement by supervisor of the doctoral thesis or a certificate issued by the competent entity on the expected date of awarding the doctoral degree, in the form of a scan of a handwritten document or a document signed with a qualified electronic signature, in the form of a PDF file,
- a document in English confirming the consent of the research institution for the implementation of a foreign fellowship by the principal investigator, 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 PDF file.

A head of a JU organisational unit i.e. Dean or Director/Head of other organisational unit) acting as a project's host entity shall accept in the JU Project Zone system the document **"Confirmation of proposal submission - entity"**. Acceptance of this document also means acceptance of the

documents attached for inspection, including, above all, the final version of the project funding proposal.

Please consider the above mentioned deadlines as final.

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 RSC well ahead of the above mentioned deadlines.

The aforementioned documents, signed by JU authorities, will be available in the JU Project Zone system.

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 OSF system, supported with a signed version of the document "Confirmation of the proposal by the representative entity" and "Confirmation of the proposal by the principal investigator".

You are welcome to contact the call assistants at the RSC with your questions and doubts:

- **Mateusz Basarab**, phone No. 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 No. 12 663 30 09; 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
 - Faculty of Biology
 - Faculty of International and Political Studies
- **Anna Micał**, phone No. 12 663 30 11;
 - Faculty of Philosophy
 - Faculty of Polish Studies
 - Faculty of Geography and Geology
- **Monika Mikołajczyk**, 12 663 38 39; monika.wojtasinska@uj.edu.pl
 - Faculty of Chemistry
- **Weronika Musielak**, 12 663 38 92; weronika.musielak@uj.edu.pl
 - Faculty of Mathematics and Computer Science
 - Faculty of History
- **Łukasz Kucharzyk**, 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 **Ms Monika Mikołajczyk** monika.wojtasinska@uj.edu.pl, phone No. 12 663 38 39.

Whereas regarding the drawing up of a Data Management Plan in research projects, please contact Jagiellonian Library's staff:

- Małgorzata Galik, phone No. 12 663 35 89, malgorzata.galik@uj.edu.pl
- Joanna Konik, phone No. 12 663 35 89, joanna.konik@uj.edu.pl
- Leszek Szafranski, phone No. 12 663 35 56, 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>

Annexes:

1. Statement to the research project cooperation agreement
2. Template of the extended research project cooperation agreement
3. Instructions for adding a document in the JU Project Zone.