



UNIWERSYTET JAGIELLOŃSKI  
W KRAKOWIE

Prorektor ds. badań naukowych

1027.0620.34.2024

**COMMUNICATION  
BY JAGIELLONIAN UNIVERSITY VICE-RECTOR  
FOR RESEARCH  
of 18 June 2024**

**on: submitting funding proposals for the maintenance of research infrastructure, researcher posts, and special IT infrastructure in 2025.**

This is to inform you that pursuant to the Ordinance by the Minister of Science and Higher Education of 26 April 2019 on the detailed criteria and procedure for **granting funds for the maintenance of scientific and research apparatus, research station, and special IT infrastructure** and the evaluation of the report on their use (Journal of Laws of 2019, item 893), **31 August 2024 is the deadline for the submission of funding proposals for 2025.**

Funding proposals may be submitted for the maintenance of:

- research equipment or researcher post that is unique at a national scale,
- special IT infrastructure.

The call for proposals at the MNiSW is open by 31 August 2024.

**The Ordinance by the Minister of Science and Higher Education and call information are available on the websites of:**

- System of Legal Acts: <https://isap.sejm.gov.pl/isap.nsf/DocDetails.xsp?id=WDU20190000893>
- Research Support Centre: <https://cwn.uj.edu.pl/cwn> → "Open calls" → "Minister of Education and Science open calls"

**Form of submitting proposals:**

the Ministry of Education and Science requires that proposals be submitted in the OSF electronic submission system on the website of the National Information Processing Institute: [osf.opi.org.pl](https://osf.opi.org.pl) supplemented by a version signed by persons authorised to represent the entity in question.

**JU internal regulations:**

**JU units (except for JUMC units)** interested in entering the call are asked to deliver to the RSC:

- **by 13 August 2024:**
  - **a proposal draft** (electronic version sent as a PDF file to the address of the call assistant at the RSC or by accessing - as a reader - the OSF system),
  - the **Research Project Entry Form** and the **VAT eligibility form** filled out in the electronic system
- **by 26 August 2024:**
  - 1) OSF option using digital signature:  
**a final version of the proposal's Part A, "version for the Ministry"**, in the form of a PDF file, supplemented with sending **the proposal's final version** also in the form of a PDF signed electronically by the project principal investigator and the head of the JU organisational unit (i.e. Dean, Director/Head of another organisational unit) hosting the project;
  - 2) OSF option - a paper version:

two copies of **a final version of the proposal's Part A, "version for the Ministry"** accompanied by one copy of **a proposal's final version**, signed by the principal investigator and the head of the JU organisational unit (i.e. Dean, Director/Dead of another organisational unit) hosting the project.

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 the signatures of JU authorities in the proposal's Part A have been obtained.** Information on approval of the proposal by JU authorities will be delivered by the call assistant at the RSC.

**Proposal submission requires the approval of the Head of the JU unit and JU Bursar in the Proposal entry form.**

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

- Mr Paweł Moń, phone No. 12 663 38 34, [pawel.mon@uj.edu.pl](mailto:pawel.mon@uj.edu.pl) (OSF login: pawel.mon)
- Ms Edyta Nowak, phone No. 12 663 30 20, [edyta.1.nowak@uj.edu.pl](mailto:edyta.1.nowak@uj.edu.pl) (OSF login: edyta.nowak)