

**Terms and Conditions of Mini-Grant Competitions at BioS PRA
under the strategic program Excellence Initiative at the Jagiellonian University
in the academic year 2020/2021**

I. Definitions

The following definitions apply throughout these Terms and Conditions:

1. **EI.JU:** the program Excellence Initiative at the Jagiellonian University.
2. **BioS PRA:** the BioS Priority Research Area, as specified in the Jagiellonian University's application in the "Excellence Initiative – Research University" competition.
3. **Terms and Conditions:** these Terms and Conditions of Mini-Grant Competitions at BioS PRA under the strategic program Excellence Initiative at the Jagiellonian University in the academic year 2020/2021.
4. **General Terms and Conditions:** General Terms and Conditions of Mini-Grant Allocation under the strategic program Excellence Initiative at the Jagiellonian University.
5. **Mini-grant:** financial resources allocated to academic activity, teaching, or activity aimed at collaboration with the environment, in the course of a competition, in accordance with these Terms and Conditions and General Terms and Conditions.
6. **Applicant:** a doctoral degree holder employed at the Jagiellonian University, who applies for funding within a mini-grant competition.
7. **Mini-grant Project Manager:** Applicant whose application was selected for funding in the competition procedure.

II. The Scope of the Terms and Conditions and the Aim of the Competition

1. The aim of the competition is to allocate funding to research projects carried out within the thematic scope of individual research domains of the BioS PRA.
2. The funding is awarded in the course of a competition.
3. The maximum amount of funding for individual research projects is PLN 30,000, and the maximum project implementation period is 18 months.
4. The funding awarded within the framework of a mini-grant is to be used directly for conducting scientific research, including:
 - a. purchasing reagents and consumables,
 - b. domestic and international trips directly pertaining to research, excluding scientific conferences,
 - c. commissioning services related to project implementation,
 - d. purchasing research apparatus and small laboratory equipment, within the limit of PLN 5,000.
5. Activities which can be carried out within the framework of other PRA actions, in the form of conference trips, participation in training courses, internships, as well as publications, are not eligible for funding under the mini-grant competitions.
6. Financial resources allocated to the mini-grant projects are disbursed in accordance with the public funds management regulations applicable the Jagiellonian University and with generally applicable laws.

III. Eligibility

1. At the time of mini-grant competition application, the Applicant may be the project manager of no more than one research project funded from external sources.
2. The Applicant may submit only one mini-grant project application in a given competition call.

IV. Competition Procedure

1. The competition Terms and Conditions and call details will be published on the BioS PRA website: bios.id.uj.edu.pl.
2. The applications are submitted electronically via the Application Form available on the BioS PRA website. By submitting the application, the Applicant accepts these Terms and Conditions, including section VI concerning personal data processing.
3. Applicants are obliged to complete the application form accurately and in accordance with the factual and legal status.
4. The competition application process is the responsibility of the BioS PRA Executive Team, Section 4.
5. The number of successful applications in particular BioS PRA domains will be proportional to the number of applications submitted in these domains.
6. In every domain, no less than 40% of available funding will be awarded to Applicants who have not managed any research project financed from external sources for two years prior to the application submission.
7. Only complete applications meeting all requirements specified in the Terms and Conditions will be accepted. The formal evaluation of the application completeness and compliance with the requirements specified in the Terms and Conditions is carried out by the BioS PRA Executive Team, Section 4.
8. The applications are evaluated based on the assessment of the Applicant's achievements (weighting 50%) and the content-related assessment of the project by external reviewers (weighting 50%).
9. The final decision on funding award is made by the BioS PRA Executive Team, Section 4.
10. Based on the results of the formal and content-related evaluation, the Executive Team prepares a ranking list of applications, which is then published on the BioS PRA websites. The decisions of the Executive Team are final and not subject to appeal.

V. Settlement Procedure and Expected Results

1. The mini-grant Project Managers have the following obligations:
 - a. to implement the funded project in accordance with the cost estimate submitted with the application;
 - b. to submit all invoices for processing immediately upon their receipt, in order to ensure timely payments.
2. In order to settle the mini-grant project, the Project Manager must submit the following documents within 12 months of project completion:
 - a. Confirmation of application for external funding (e.g. NCN or FNP programs, etc.) for a research project or confirmation of a manuscript being accepted for review at a journal with no fewer than 140 points in the Ministry of Science and Higher Education journal ranking, provided that the manuscript includes a reference to the research having been funded exclusively from the BioS budget;
 - b. Settlement Form, containing a description of the results achieved and the amount of costs incurred within the project.
3. The project must be settled before the Project Manager applies for funding again in another call of the mini-grant competition.

VI. Personal Data Protection

According to Art. 13 of the Regulation of the European Parliament and of the Council (EU) 2016/679 of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation, hereinafter: GDPR), the Jagiellonian University informs that:

1. The Personal Data Controller of the Applicants' data is the Jagiellonian University, with a registered seat at ul. Gołębia 24, 31-007 Kraków, represented by the JU Rector.
2. The Jagiellonian University has appointed a Data Protection Officer at ul. Gołębia 24, 30-007 Kraków, room 31. The DPO can be contacted via e-mail at iod@uj.edu.pl by phone at 12 663 12 25, from Monday to Friday between 8 a.m. and 3 p.m.
3. The personal data of the Applicants will be processed:
 - a) in the case of all Applicants: for the purposes of organising and carrying out the competition, and announcing its results, in accordance with these Terms and Conditions (hereinafter: Competition), i.e. based on Art. 6.1.b of the GDPR, i.e. in connection with the acceptance of the Competition Terms and Conditions;
 - b) in the case of successful Applicants: for the purposes of carrying out the obligations following from the Competition Terms and Conditions, the agreement concluded, generally applicable laws, and internal regulations applicable at the Jagiellonian University, i.e. based on Art. 6.1.c of the GDPR.
4. While providing personal data is voluntary, it is a necessary prerequisite for taking part in the Competition. Not providing personal data precludes participation in the Competition. In the case of Applicants referred to under point 3b above, providing the data constitutes a legal obligation, and failing to provide them shall preclude awarding the Applicant.
5. The Applicants' personal data shall be published on the University's websites, and they may be published in the University's social media.
6. The Applicants' personal data shall not be transferred to third countries (outside the EEA) or to international organisations.
7. The personal data of Applicants referred to under point 3a above shall be processed until the Competition is resolved and its results announced, and then until the expiration of claims which may arise from the Competition.
The personal data of Applicants referred to under point 3b above shall be processed in the period resulting from fiscal regulations, and then, for archiving purposes, according to the applicable legal regulations.
8. The Applicant has the following rights: to obtain information about the personal data processing and rights resulting from the GDPR, to access his or her data and rectify it, as well as to have it deleted from the controller's database (unless further processing is necessary for fulfilling a legal obligation or for the purposes of determining, pursuing, or defending claims), to limit its processing or transfer, and to object to the processing of the data – in the cases and under the conditions specified in the GDPR.
9. The Applicant's personal data will not be subject to automated decision making or profiling.
10. Every Applicant has the right to lodge a complaint to the President of the Office for Personal Data Protection, should he or she ascertain that the processing of his or her personal data violates the provisions of the GDPR.

VII. Final Provisions

1. The Applicant declares that he or she accepts these Terms and Conditions and General Terms and Conditions, and undertakes to comply with their provisions, under pain of losing the right to apply for a mini-grant.
2. These Terms and Conditions are effective as of the day of signing.

Attachments:

1. Application template.