**Czech Science Foundation (GAČR) Call 2020**

GAČR provides four types of grants:

* **Standard** (for most faculty and researchers; the rules below apply to this type)
* **Junior** - applicants must have (1) obtained their Ph.D. degree in the previous 8 years (the period is extended in case of long term illness, maternity and parental leave), (2) completed a 6 month postdoc stay abroad (can be divided into two stays), (3) at least 2 additional team members aged under 35 (the age limit is extended in case of long term illness, maternity and parental leave).
* **International** – apply jointly (bilateral projects) with one of the following partners: Deutsche Forschungsgemeinschaft (DFG), the National Research Foundation of Korea (NRF), the Ministry of Science and Technology (MOST), Taiwan, Russian Foundation for Basic Research and Săo Paulo Research Foundation.
* **EXPRO -** The goal of this group of grant projects is to create favourable circumstances for development of excellent research, to set the standards of excellent science, to help to overcome barriers limiting the success rate of ERC project proposals, and to provide an opportunity to obtain valuable knowledge and experience for those interested in submitting highly prestigious European grant projects. A result of a successfully carried out EXPRO grant project is an ERC project proposal. In this group of grant projects only projects that can reasonably suppose the achievement of excellent scientific results of international significance with a decisive share of the research team to achieve them can be supported.

* **APPLICATION DOCUMENTS**
* [1] All relevant documents can be found at [www.gacr.cz](http://www.gacr.cz) in Czech and <https://gacr.cz/en/> in English.
* [2] Grant application is available here <https://www.gris.cz/>.

**GUIDELINES FOR PREPARING PROPOSALS**

**Please consult** [eva.hornickova@fsv.cuni.cz](mailto:eva.hornickova@fsv.cuni.cz) **on all parts**

**PI = Principal Investigator**

**co-PIs = co-principal investigator (the main investigator from other institution than Charles University,** there could not be a co-principal investigator in junior projects**)**

**Professional collaborators = team members**

**Other professional collaborators (students or postdocs)** - this fact is to be included in the project proposal and in interim and final reports, respectively. A postdoc shall be a person being awarded a Ph.D. degree or its equivalent no more than eight years before the commencement of the project, not including maternity and parental leave, and sick leave in the case of a long-term illness. It is possible to fill these persons in under shortcuts as S1, …., Sn, or PD1, … PDn.

**Other collaborators (e.g., technical staff)** – without names, just the total FTE

**Section A – Abstract and Objectives**

This section includes:

a) **Abstract** in Czech and English describing the nature of the proposed project and expected results; beware the abstract will be published if the project gets funded and it is also important for the finding of the reviewers (max. **1100** charactersincluding spaces)

b) **Project objectives** in Czech and English summarizing the key objectives of the proposed project (max. **300** characters including spaces)

c) Keywords have to be separated by“; ”.

**Section C1 – Proposal – justifying the project proposal**

In English only. To be created separately (PDF max. size 3 MB) and uploaded into the GAČR application. Max. **10 standard A4 format pages** (using standard page/letter size, **min. 11pt font and single line spacing**). Exceeding the page limit will result in formal rejection of the proposal. Adding any other attachments than listed in the tender document or attachment of hypertext links to freely accessible document is considered as exceeding the maximum extent.

**The proposal has to include its aims and objectives in the following structure:**

a) a summary of the current state of knowledge of the issue in the given scientific field and characterization of the previous contribution of the applicant to the research in a given or thematically close issues;

b) a statement of the essence and currency of the grant project, its aims, methods including conceptual and methodical procedures, a detailed schedule and project phases. These project phases and accomplishing of each aim must be associated with expected results;

c) a previous and within the project planned collaboration between the applicant and the foreign scientific institutions;

d) in case of a co-organization’s involvement information should be included justifying the necessity for the co-organization’s participation on the project and its contribution as well as a detailed description of the co-organization’s part on the research;

e) information on the readiness of the applicant, co-applicants and their workplaces, on the equipment of the workplace to be used for the project, and on the possibility of collaboration;

f) characterization of the team; justification of the participation of co-applicants and listed collaborators, the definition of their part in dealing with the issue including expected aggregate workload of the individual workers;

g) references to the literature used.

**Section C2 – Expected results of the project**

Given the description of the type of expected outputs achieved in the project, taking into account the specifics of the field, in the following categories:

**Jimp** - article in a peer-reviewed journal with an impact factor

**Jsc** - article in a peer-reviewed journal included in the Scopus database

**Jneimp** - article in a journal with no impact factor (ERIH database)

**Jrec** - article in a Czech peer-reviewed journal

**B** - book

**C** – book chapter

**D** - article in (conference) proceedings

**Part D1 – CVs of the PI and co-PIs (if any)**

In English. To be created separately (PDF max. size 1 MB) and uploaded into the GAČR application. Max. **2 standard A4 format pages** (using standard page/letter size, **min. 11pt font and single line spacing**) or extra 2 pages for each co-PI. Exceeding the page limit will result in formal rejection of the proposal. The PI and co-PI are to list a concise and structured CV and their scientific activities **in the last 5 years** in the field of the proposed grant project. If desirable, information on the project team can also be included. Adding any other attachments than listed in the tender document or attachment of hypertext links to freely accessible document is considered as exceeding the maximum extent.

**In the section “D2 – bibliography of the proponent and co-proponents”,** the PI (and co-PI, if any) shall include the following information:

a) complete bibliographic information on PI’s 5 most significant research outputs including citations (without auto-citations), impact factor (if any), etc.

b) the total number of results achieved in the last five years, divided into categories according to the result type, as specified in the latest, currently valid Methodology (categories see Section 2).

c) the total number of citations, including auto-citations of all their work as tracked by the Web of Science or SCOPUS, it is also possible to include the numbers of citations found in other databases, such as ERIH, or using different methodology accepted in the given field (must be briefly described)

d) H-index in the Web of Science

**In Section E – information on other projects of the principal investigator and co-principal investigator**

1. **all subject-related projects** realized by the PI or co-PI in the past 3 years, and similarly for current project applications

**2. all current GA ČR projects** that the PI or co-PI are participating in **at the time of applying** (in the role of a PI or team member); similarly for all forthcoming GACR projects

**3. all past GA ČR projects** that the PI or co-PI participated in **for the past 3 years** (in the role of a PI or team member)

**Only the following documents may be attachments to the project proposal:**

a) copies of the special authorizations as per special legislation pursuant to Article 3.2. (3) (j) of this tender document;

b) a list of the foreign workplaces to which it would not be suitable to send the project proposal for evaluation including justification therefor;

c) offer and identification of supplier, the subject of supply and preliminary price pursuant to Article 3.3. (4) of this tender document if the project proposal requires supply or supplies from a single supplier totaling over CZK 500 000 over the whole duration of the grant project;

d) power of attorney to a third party to submit the proposal if the organization does not have access to its data mailbox; this power of attorney must also be delivered in another demonstrable manner (e.g., by post or in person);

e) a copy of Ph.D. graduation documents of the applicant (a copy of a diploma, a Ph.D.defense confirmation) – obligatory for the junior project;

f) an application for granting an exception from the condition of attending an internship in the case the applicant wasn’t able to attend it for serious medical or family reasons (e. g. permanent care for another person who is dependent on it for disability reasons or for unexpected social hardship), pursuant to Article 3.1. (5) of this tender document;

g) The CV of professional collaborators and facts stated by the applicant about them failing to meet the conditions for professional collaborators pursuant to Article 3.1. (6) of this tender document – obligatory if the collaborators are known in the moment of the project submission;

h) a letter of Intent confirming the interest of a foreign investigator to cooperate on the proposed project

**BUDGET** (part B1 – the breakdown of financial items shall be filled out in Czech)

**Defining eligible costs**

(1) Financial support may only be provided for activities as **defined in the project proposal**. Therefore, it is necessary to justify all key costs so that it is evident that they are necessary for the completion of the project and its specific stages (the costs must be justified with respect to the project timeline).

(2) If the project proposal states that a delivery or deliveries from one supplier in the total amount higher than CZK 500,000 for the whole duration of the project are necessary, an official offer including clear identification of the supplier chosen, the subject of the delivery and preliminary prices, including a calculation of the full and individual prices offered, must be submitted. The actual price must be no more than 10% higher than the original price offer. At the same time, at least 2 competitive offers for the same delivery, including justification of the final choice, are to be submitted. The competitive offers are not submitted in case the chosen supplier is the only supplier of the delivery with the parameters required for the successful completion of the grant project. This shall be mentioned by the applicant in a commentary attached to the submitted offer.

(3) The supplier of the services **must not be** the project investigator, co-investigator or any other employee of the recipient of the support or other participant in the project or a **related person** (in accordance with § 23 para. 7 of the Act no. 586/1992 Coll., on Income Taxes) to the recipient, other participant in the project, investigator or a team member participating in the grant project. Deliveries that are realized through internal deliveries at prices reaching at a maximum those that are common for the time and place recognized in accordance with generally binding regulations are eligible.

The following costs are **not eligible:**

- costs related to marketing, sale, and distribution of products (even no information pdf leaflets, etc.)

- costs of financial rent and property rental

- costs of copyrighting the project results

- any further costs that are not directly (justified as being) related to the grant project

The following costs are eligible only **as a part of overhead costs**:

- costs of refreshments, gifts and representation expenses,

- costs of renting our space, equipment, machines, etc., except renting covers or space for short-term events with project-relevant scientific output,

- furniture expenses and other non-specialised furnishings of workplaces,

- telecommunications costs and costs of purchasing, mending and maintenance of communication technology and equipment (telephones, dictaphones, readers, etc.)

- costs of publishing periodic publications, course books and textbooks,

- expenses connected with attending conferences and workshops, except for the **active presentation** of the project outputs,

- costs of further education and training of persons participating in the project (purchasing **course books, training, courses,** etc.)

- costs of purchasing and using electronic information databases,

* costs of repairing or maintenance of rooms, buildings, reconstruction of buildings or rooms,

- costs of **consultant services**, both local and foreign

**Personnel expenses**

(1) The workload of the project (level of appointment) **is recommended at 20% for the investigator** and at least 10% for the co-investigator. The total of all the contracts allocated to all the projects supported by GA ČR must not exceed 100% for any one employee. The proposed salary (“mzdové náklady”) must not exceed the salary typical in the given time for a worker at the given workplace, and may be no higher than CZK 60,000 per month (pro rata as per type of employment contract, for standard grant, there is no limit for junior grant and EXPRO).

The costs for the compulsory legal deductions and contribution to the fund of cultural and social Leeds („zákonné odvody“) are 35.6 % of the salaries.

(2) Short-term Work Agreements (DPP) and Longer-term Agreement for Work (DPČ) - a maximum hourly rate of CZK 400 CZK.

**Other costs**

1. **Material costs** are costs used solely for **directly related and time-relevant expenses** associated with the project, including office stationery (paper, cartridges), purchasing small material items (which must be justified clearly, PC, NTB, HDD, flash disk), costs of specialized literature.
2. **Travel expenses (“Cestovné”)** are expenses that include all the expenses for business travelof the PI and team members. This means costs that are directly associated with the grant project, including work stays abroad and trips made in connection with **active participation in conferences.** Also, this includes travel and accommodation costs connected with participation of foreign workers in grant projects. In the case of business trips of workers who are involved in the project, this includes **costs for the duration of the event only.**
3. Costs of **other services (“Služby”)** and non-tangible costs are such costs that are used solely for the purpose of the project, substantiated by an invoice, including cots for publishing project results (publication, publishing and editing costs). Furthermore, this includes conference fees, costs of renting space for short-term events with the scientific output (e.g., a conference, seminar, etc.), membership fees in institutions if the membership is necessary or economically useful for the grant project.
4. **Overhead costs** (“doplňkové náklady”) - 19 % of the total other costs (personnel and non-personnel).

**How will your project be evaluated?**

**Evaluation of the expert level the project proposal:**

During the evaluation of the proposals, the following key aspects are considered:

a) above all, originality, quality and level of the proposed grant project,

b) ability of the applicant and co-applicants to lead the grant project, taking into account their technical and institutional backgrounds,

c) ability and potential of the proponent, alternatively co-proponents and their associate professors to lead the project – expert skills are evaluated, their creative contribution in the field of science based on the focus of the project proposal, with regard to their track record in research and experimental development.

**When evaluating the quality of the proposed grant project, especially the following aspects are considered:**

a) the objective of the project proposal - clear and **specific goals should be defined**, their difficulty, importance, and feasibility; the relevance of the depth/extent of the problem to the proposed project and the funds and time needed for its successful completion is evaluated.

b) **scientific proposal:**

- how the proponent expects to achieve the objectives and outputs stated (i.e., the concept, preparation and how the chosen methodology is adequate, including a schedule of the solutions),

- **adequacy** (mainly in terms of the **types of contracts and contributions of the individual team** members to the **outputs** of the grant project) and **qualifications of the team chosen** and allocating the individual team roles during the project.

c) **outputs** of the grant project – expected publication activities and achieving other forms of research output as stipulated by Methodology 2017,

**e) foreign cooperation** – expected cooperation with foreign workplaces as a part of the grant project, mutual use of equipment of cooperating workplaces and utilizing complimentary methods and methodologies,

**f) the process, results and ways grant projects** are led by the applicant and co-applicants, and proponent and co-proponents during the project, with support provided by the provider (if such grant projects existed); failure of the applicant or co-applicant, or proponent and co-proponent in the past to follow the regulations is taken into account (fulfilling all responsibilities outlined in the contract or decision on the provision of targeted support, during interim and final evaluations of the grant projects) when allocating targeted support.