

The academic senate provided a statement as per article 28 par. 2 a) of the Statutes of Mendel University in Brno regarding the <name of regulation> on 20th April 2020.



RECTOR'S DIRECTIVE

2/2020

The Grant agency of Gregor Johann Mendel of Mendel University in Brno

Applicable for:	For the faculties and university institutes	ref. no.:	8410/2020-953	dated: 22nd April 2020	
Owner of the regulation:	vice-rector for research and innovation				
Processor of the regulation:	Support for Research, Development and Innovation Office				
Approver of the regulation:	The rector			Date of approval:	
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Record of revisions

Date of revision	Conclusion of revision	Revised by	Date of next revision

Record of changes

Number	Article	Description of change	Approved by, date

List of related regulations

Title of regulation	Place of reference	Referenced parts

Act 130/2002 Coll., on support of research and development from public funds and on amendment to certain related acts, as amended.	§ 3 par. 3	Subject of support, manner of its provision and providers

Preamble

This rector's directive adjusts the rules governing the conduct of the Grant agency of Gregor Johann Mendel (hereinafter the agency). The abbreviation used for generally referring to agency projects and for informally referring to the agency itself is GAGJM. The agency supports research and creative activities of Mendel University in Brno (hereinafter MENDELU or the university), specifically research and creative activities of university employees within the long-term conceptual development of a research organization as per § 3 par. 3 of Act 130/2002 Coll., on support of research and development from public funds and on amendment to certain related acts (Act on support of research and development), as amended.(hereinafter Act 130/2002).

PART ONE BASIC PROVISIONS

Article 1 Introductory provisions

- (1) The aim of the agency is to strengthen the quality and prestige of research at MENDELU, improve the university's success rate when securing prestigious international grants and stimulate interdisciplinary innovative research with high added value.
- (2) Support for research is implemented in several ways. The most prominent selection criterion is the research excellence of the proposer(s) and/or the potential of the proposer to achieve excellent results, as well as the quality of the submitted project proposal(s) which were not funded by the European Research Council (hereinafter ERC grant) but which reached the second round.
- (3) Support is intended for MENDELU employees who carry out research. Here an employee who carries out research refers to academic worker as per § 70 of Act 111/1998, on Higher Education Institutions and on Amendments and Supplements to some other Acts (The Higher Education Act) as amended, or non-academic workers who carry out research activities with more than half-time (over twenty hours per week) employment at the university with support under categories A and C as per article 3 par. 2, or where such employment will commence upon the start of the project with support under category B as per article 3 par. 2.

Article 2 Grant competition

- (1) GAGJM projects are internal projects of the university.
- (2) Support for GAGJM projects may be carried out via funding for the research project or via other tools as specified in the rector's directive.
- (3) The grant competition as per paragraph 2 is announced by the rector, usually every year, with the exception of projects under category B as per article 3 par. 2 and article 16. The rector has the right not to announce the competition for individual GAGJM project categories.
- (4) The rector may announce specific topics, preferential directions or more specific conditions for individual competitions.
- (5) For the purposes of the competition, the rector will also specify rough financial limits at the time of announcement of the competition.
- (6) Project proposals and applications for support are submitted exclusively via the Personal Bibliography Database system (hereinafter PBD).
- (7) The workplace responsible for administration of the agency is the Support for Research, Development and Innovation Office.

Article 3 GAGJM Projects

- (1) The agency focuses on the simulation and development of perspective and highly productive researchers and selected research activities, increasing the university' research output and strengthening the prestige of its research.
- (2) The support, whose amount will be determined by the rector, is awarded under category A – Interdisciplinary internal research projects, B – MENDELU research chair advanced grants, and C – MENDELU returning grant. Evaluators of project proposals and/or of the annual and final reports on the project are entitled to receive financial compensation that is paid from institutional support allocated to the agency.
- (3) The rules for individual categories of support provided by the agency are specified under parts two to four.

Article 4 Funding

- (1) The source of funding of GAGJM projects is institutional support for the long-term conceptual development of the university (hereinafter "institutional support"). The specific amount of institutional support allocated to GAGJM projects in the given calendar year is determined by the rector based on a decision of the funding provider regarding the total amount of institutional support. The total GAGJM budget will be specified each year such as not to exceed 5 % of the institutional support for the given year. In case of unexpected developments pertaining to the university's funding, the rector has the right, following an agreement with the deans of all faculties and the director of the university institute (hereinafter "the institute") to reduce the funding limit by 5% or not to open GAGJM funding at all. Based on a proposal of the council, whose rights and obligations are delimited under article 5, the rector may decide on the premature termination of a project and a termination of its funding.
- (2) Funding of projects via GAGJM is governed by Act 130/2002 Coll. and the appropriate decision of the Ministry of Education, Youth and Sports on the provision of institutional support for the given year.

Article 5 The council

- (1) The agency is controlled by an independent council (hereinafter "the council"). Its members are:
 - a) vice-rector for research and innovation
 - b) vice-rector for quality management and human resources;
 - c) vice-deans for individual faculties and the deputy director of the institute responsible for the given research;
 - d) three persons nominated by the rector.

The council is chaired by the vice-rector for research and innovation. The council adopts decisions via voting, and the meetings are documented via minutes that are made available to the rector and his/her collegium. In order to adopt a decision, a majority of all members of the council must be in favour. At the request of any member of the council, an external consultant can be invited to specific meetings; such a consultant will not have voting rights. The administrative and technical activities of the council, including the writing of minutes, are secured by the Support for Research, Development and Innovation Office.

- (2) The Council:
 - a) based on the second to fourth part, ensures that the evaluation process and selection of projects for funding in individual categories are transparent;
 - b) ensures that the agency's resources are used efficiently;
 - c) audits the quality of the outputs and results of the project;
 - d) checks that the results and outputs of the project receive the required publicity;
 - e) ensures the preparation of the agency's annual reports, which are submitted to the rector for approval.

- (3) The council for categories A and C:
- a) designates the evaluators for submitted project proposals,
 - b) assembles the final order of the submitted projects,
 - c) proposes budgetary adjustments for projects and for each of the submitted funding applications,
 - d) based on the assembled ordering and proposed budgetary adjustments, proposes projects for funding and provides this report to the rector for approval.
 - e) in case of deficiencies discovered during the course of a project, proposes measures for removing these or for the termination of the project,
 - f) secures the annual and final evaluation of the project.

Article 6

The council's advisory bodies

- (1) GAGJM proposals and projects are evaluated by the following advisory bodies for the council:
- a) the internal advisory research panel – MENDELU Research Board (hereinafter MRB) – consists of experts at the university nominated by the deans and the institute director; members of the MRB are nominated based on submitted proposals and terminated by the vice-rector for research and innovation after discussion with the rector; the total number of MRB members cannot exceed ten; their representation will correspond to the ratio of how resources provided to the university from state institutional support for long-term conceptual development of the research organization as per Act 130/2002 Coll. are divided between individual university parts in the year preceding the announcement of the competition; members of the MRB are entitled to financial remuneration for their work in the MRB;
 - b) the International Science Advisory Board (hereinafter ISAB) is an international scientific advisory board of the university; membership in ISAB is created and terminated based on an agreement between the university and a contact renowned expert; the composition of the ISAB is published on the public part of the university's website in the section of Support for Research, Development and Innovation Office, Research Department; members of ISAB may initiate changes of the rules for provision of funding to the GAGJM project as per the best international practices, serve as an advisory body to the council and may be invited to take part in the evaluation of project applications, the selection of projects for funding and an evaluation of annual and final reports; members of the ISAB are entitled to financial remuneration for their work in the ISAB;
 - c) external evaluators may be invited into the evaluation process at the request of a member of the council; external evaluators are entitled to financial remuneration for their contribution to the evaluation process.
- (2) From the resources granted from the projects of university institutional plan, notably for securing the administrative operations at the agency, it is also possible to fund other additional evaluations during the course of the project.
- (3) Administration of the remuneration of members of advisory bodies and external evaluators is provided by the Support for Research, Development and Innovation Office as per the last sentence in article 5 par. 1; however, exclusively in close collaboration with the Human Resource Management Office.

PART TWO

CATEGORY A – INTERDISCIPLINARY INTERNAL RESEARCH PROJECTS

Article 7

Aim of grant support – category A

Support is intended for research teams consisting of academic and researchers of at least two parts of the university who contribute to the creation of institutional support. Individuals from workplaces outside

of the university may also participate in the research, without any claim for compensation of expenses. The research topics must be interdisciplinary, innovative, with high added value and such which are usually not supported from other sources. One condition is the collaboration between fields within diverse disciplines, e.g., natural and social science.

Article 8 **Applicant – category A**

- (1) The applicant consists of the proposer and co-proposer. The proposer of the project must be in an employment relationship to the university and their research must focus on one of the fields accredited for habilitation or professor appointment proceedings, notably:
 - a) in socio-economic scientific disciplines:
 - Economics and Management,
 - Finance,
 - Management Computer Science,
 - System Engineering and Computer Science;
 - b) in artistic disciplines:
 - Horticulture and Landscape Architecture;
 - c) in natural, agricultural, forestry and technical disciplines:
 - Applied and Landscape Ecology,
 - Plant Physiology,
 - Animal Genetics,
 - Morphology and Physiology of Animals,
 - General and Special Zoo-technology,
 - General Plant Production,
 - Plant Medicine and Treatment,
 - Fishing,
 - Special Plant Production,
 - Waste Technology,
 - Nutrition and Feeding of Livestock,
 - Agricultural and Food Technology,
 - Biological Chemistry,
 - Processing of Agricultural Products,
 - Forest Ecology,
 - Forest Fytology,
 - Forestry Technology and Wood Processing,
 - Material Engineering of Wood,
 - Protection of the Forest and Game-keeping,
 - Creation and Protection of the Landscape,
 - Horticulture.
- (2) The co-proposer must be employed at the university and their research must focus on one of the fields listed under paragraph 1 accredited for habilitation or professor appointment proceedings, whereas it must hold that if the proposer is from the socio-economic or artistic fields then the co-proposer must be from natural, agricultural, forestry or technical fields. If the proposer is from natural, agricultural, forestry or technical fields, then the co-proposer must be from socio-economic or artistic fields.
- (3) The proposer and co-proposer must meet the condition that they were awarded their Ph.D. or its equivalent title at most seven years before the year of the submission of the project. For persons with care obligations for minors, the calculation of years elapsed since their PhD will not include years of demonstrable parental leave.

Article 9 Financing method – category A

- (1) The maximum amount of funding per project is CZK 9,000,000 over a three-year period. It is expected that at most two projects are funded per year.
- (2) Eligible expenses include:
 - a) personnel costs, such as salaries, bonuses, contracts for work and work agreements of persons participating in research or administrative activities required for the project;
 - b) consumable material;
 - c) minor tangible and intangible property;
 - d) services;
 - e) domestic as well as foreign travel costs;
 - f) publication costs and costs required for the application of results;
 - g) overhead costs.
- (3) Ineligible costs include:
 - a) investments;
 - b) costs which are not eligible for institutional support, especially refreshments.
- (4) The approved financial support for the given calendar year is transferred to the part via an adjustment of the funding breakdown.
- (5) Economic and administrative facilities of projects are the same as the economic and administrative facilities of the represented workplaces, which will also bear the operating costs of the project. Professional as well as administrative coordination of the project lies in the investigator's competence.
- (6) Changes in the itemized breakdown of the project budget are allowed and are justified in the annual and final report. If the transferred amount exceeds 30% of the project's budget for the given part, it is necessary to consult this change with the Support for Research, Development and Innovation Office and receive consent from the chair of the board.

Article 10 Submission of application for support– category A

- (1) List of documents required in the application:
 - a) completed application form signed by the proposer,
 - b) project budget broken down into individual calendar years, including a justification of the listed costs,
 - c) the CVs of the proposer, co-proposer and key team members, whereas the CVs are used to evaluate the professional level of the investigator team; one project application can include at most five CVs of investigator team members.
 - d) statutory declaration,
 - e) project cover sheet.
- (2) All required documents are uploaded into the PBD system. One printout of the proposal form signed by the applicant, accompanied by all required annexes, is delivered to the Support for Research, Development and Innovation Office.

Article 11 Evaluation and selection of projects – category A

- (1) The primary evaluation criteria are interdisciplinary, originality and the scientific quality of the project. The perspective for further collaboration after the end of the project, innovativeness and the added value of the interdisciplinary synergy between the methodological approaches and expertises. Adequate consideration will also be provided to the scientific and project-related abilities of the

applicants. One condition for the funding is the submission of a project intent which is expected to lead to publications, patents or other high-quality outputs within foundational or applied research.

- (2) Projects are evaluated by the MRB and the council and/or the evaluators proposed by the council.
- (3) Each project is furthermore evaluated by at least two experts, who will be required to also provide a statutory declaration that they do not have a conflict of interest with the evaluated project.
- (4) The assessments of the evaluators are presented at the council meeting. The aim of the meeting is to:
 - a) jointly select projects which could be funded and agree on which projects will not be recommended for funding,
 - b) create an order of fundable projects in the given block based on their received points and in view of the written reviews and comments. The council will then decide on the final selection of projects based on a vote.
- (5) The council can also assess the adequacy of the financial requirements, and if needed is authorized to propose reductions to a project's budget.

Article 12 **Annual and final evaluation of projects – category A**

- (1) Funded projects are evaluated within an annual and final evaluation procedure.
- (2) The annual reports are submitted for individual evaluation by council members always at most fourteen days before the notified date of the council meeting. In case of severe deficiencies in the professional outputs of the project discovered based on the annual report, the council may propose rectification measures or the project may be de-funded via a decision of the council confirmed by a decision of the rector.
- (3) Terminated projects are evaluated based on their final reports and the reports of the evaluators (reviewers). The final evaluation takes place via a public seminar within which the project investigators present their results. Terminated projects are graded by grades A to D, where A represents an excellent project, B a project that achieved the planned outputs, C a project which met the planned outputs with some reservations, and D an unsuccessful project. Receiving a grade of C prevents the main investigator from attending further GAGJM competitions for two years, while for D this period is four years.

Article 13 **Tentative schedule – category A**

- (1) The competition is announced on a yearly basis, with the following schedule.
 - a) announcement of the competition: 1 September (1. 9.);
 - b) deadline for applications: 31 October (31. 10.);
 - c) evaluation period: 1 November (1. 11.) to 31 January (31. 1.);
 - d) announcement of results: 1 February (1. 2.);
 - e) commencement of project: 1 March (1. 3.);
 - f) deadline for submission of annual report: every year by 31 March (31. 3.), i.e., 13 months from the commencement of the project
 - g) deadline for evaluation of the annual report: every year by 30 April (30. 4.);
 - h) deadline for the submission of the final report: three months after the end of the project;
 - i) date of termination of the project: two months after the delivery of the final report.
- (2) The exact schedule is included in the announcement (call) of the competition.

PART THREE

CATEGORY B – MENDELU RESEARCH CHAIR ADVANCED GRANT

Article 14

Aim of grant support – category B

The primary aim of the MENDELU Research Chair Advanced Grant category (hereinafter the MENDELU Chair grant) is to attract new excellent and successful scientists to the university and offer them conditions that will motivate them to stay at the university, work for it and in the long term create exceptionally strong scientific results. The MENDELU Chair grant is intended for applicants who were not employed at the university exceeding twelve months over the past three calendar years.

Article 15

Applicant –category B

- (1) The MENDELU Chair grant is primarily intended for grant holders of the ERC “starting”, “consolidator” or “advanced” categories and/or other prestigious individual grants at a comparable level.
- (2) The MENDELU Chair grant is also intended for proposers of ERC projects who received a grade of A in the second round but did not receive an ERC grant due to financial limits and intend to continue applying for ERC projects.
- (3) It is also possible to award the MENDELU Chair grant to an excellent scientist outside of the university environment who does not fall into the aforementioned categories but whose career and publications to date along with their submitted proposal persuade the ISAB and MRB that their quality matches or exceeds applicants from both of the aforementioned categories.
- (4) As a general principle, in technologically demanding disciplines preference will be given to MENDELU Chair grant applications whose specialization matches the fields covered by the university which have sufficient equipment.

Article 16

Announcement of competition – category B

The competition is announced once every three years by the rector and lasts until the position of MENDELU Chair grant recipient is filled as per article 17 par. 1. The competition is advertised in a manner which matches best international practices, i.e., via services such as LinkedIn, Nature Jobs, výzkum.cz etc.

Article 17

Financing method – category B

- (1) The MENDELU Chair grant is an individual grant that supports one scientist, who then becomes the MENDELU Chair grant recipient, and his/her team.
- (2) The MENDELU Chair grant is funded from institutional support for long-term development of research organizations. The maximum funding for 1 project is CZK 5 000 000 per year, with a duration of at most 5 years.
- (3) **Eligible expenses** include:
 - a) personnel costs,
 - b) consumable material,
 - c) minor tangible and intangible property,
 - d) services;
 - e) travel costs,
 - f) publication costs and costs required for the application of applied research outputs,

- g) overhead costs,
 - h) investments.
- (4) **Ineligible expenses** are other costs which do not meet the eligibility criteria for institutional support.
- (5) Investments and necessary transfers of costs from year to year and between eligible items can be carried out at any time during the course of the project, but only after the approval of the Support for Research, Development and Innovation Office, which will ask for a consent from the Finance Office.
- (6) The approved financial support for the given calendar year is transferred to the university part via an adjustment of the funding breakdown.
- (7) The utilization of the funding must comply with the rules for the use of institutional support.
- (8) The economic and administrative facilities of projects are identical to the economic and administrative facilities of the workplace where the given scientist and their team work or will work and which will also bear the joint operating costs of the project. Professional as well as administrative coordination of the project lies in the MENDELU Chair's competence.

Article 18

Submission of application for support – category B

- (1) A holder of “starting”, “consolidator” and/or “advanced” ERC grant, or other prestigious individual grants on the same level, will provide:
- a) a decision on the awarding of the ERC grant or other prestigious individual grant,
 - b) the proposer's professional CV, including a list of publication activities to date,
 - c) a motivation letter,
 - d) key requirements of the applicant, especially on equipment and technical devices, administrative facilities, scientific team.
- (2) The proposers of excellently evaluated ERC projects who have not been funded by the ERC due to financial limits and who intend to apply for further ERC projects will submit:
- a) basic information about the submitted and excellently evaluated ERC project, form B1 from the presented ERC grant application and the final report (Evaluation Summary Report).
 - b) the proposer's professional CV, including publication activities to date,
 - c) contact information for three prominent scientists who can provide letters of reference,
 - d) in cases where the focus of the proposer's project significantly differs from the ERC grant application, it will be necessary to provide an annotation of the new project in the scope of the B1 form used for ERC grant applications,
 - e) a motivation letter,
 - f) key requirements of the applicant, especially on equipment and technical devices, administrative facilities, scientific team.
- (3) Excellent scientists who do not fall into the previous categories and meet the conditions of article 15 par. 3 will submit:
- a) an annotation of their project in the scope of the B1 form used for ERC grant applications,
 - b) a professional CV of the proposer including a complete list of publication activities to date, obtained grants, a list of invited lectures and other information demonstrating the exceptional qualities of the applicant,
 - c) contact information for three prominent scientists who can provide letters of reference,
 - d) motivation letter detailing the significance of the project for the further scientific career of the applicant,
 - e) key requirements of the applicant, especially on equipment and technical devices, administrative facilities, scientific team.

- (4) During the evaluation process, additional documents may be requested, including the B2 form used for the ERC grant application, a more detailed specification of key requirements of the applicant and others.
- (5) In view of the participation of the ISAB in the evaluation process and the openness of the competition for English-speaking applicants, all documents must be provided in English.

Article 19 **Evaluation and selection of projects – category B**

- (1) Applications for the MENDELU Chair grant are evaluated based on the following criteria:
 - a) scientific excellence of the project proposal with a weight of 40 %,
 - b) involvement in international cooperation and publication outputs in international impacted journals with a weight of 20 %,
 - c) the applicant's scientific career and results to date with a weight of 30 %,
 - d) the preparedness of the host workplace and faculty or institute to accept the MENDELU Chair recipient and provide optimal conditions for their work in terms of equipment, laboratory premises and offices - with a weight of 10 %.
- (2) The procedure of selecting the best suited MENDELU Chair recipient has four rounds:
 - 1st a formal inspection of the completeness of the application for the MENDELU Chair grant is carried out by the Support for Research, Development and Innovation Office, which after consulting with members of the council in this round has the right to reject applications which do not meet the definitions listed under article 15 par. 1 to 3; the rejected applicants will be informed of the reason for rejection in writing;
 - 2nd an assessment of the application for a MENDELU Chair grant by a five-member committee assembled by the council and the MRB that is balanced in terms of its covered fields; the committee's members are recruited from the MRB or from other evaluators proposed by the MRB (hereinafter the MRB area committee); the MRB area committee will evaluate all complete applications, first remotely and individually as per the criteria specified below; the composition of each MRB area committee is proposed by the vice-rector for research and innovation whose competences also include the assessment of potential conflicts of interest; the composition of each MRB area committee is approved by the MRB and the appropriate ruling will be published at the latest within seven days from its adoption; the criteria for the evaluation of applications are:
 - scientific excellence of the project intent,
 - the applicant's career to date and their achieved results,after that there will be a joint personal meeting of the MRB and the appropriate MRB area committee with the mandatory attendance of the vice-rector for research and innovation; in this step it is possible to identify applications which, due to clearly being of a lower quality, will be rejected and excluded from further evaluations; the applicants of projects which were rejected in this stage will be informed in writing of the reason for exclusion;
 - 3rd an assessment of the conditions for the potential MENDELU Chair recipient's activities at the university, whereas applications proposed to the MRB for further evaluation will be presented to the deans and the director of the institute as well as leaders of potential host workplaces for consideration and a potential expression of their interest of recruiting a specific applicant. The dean, director of the institute or head of a potential hosting workplace has the right to reject an application and in that case more detailed negotiations will not commence. Applicants of projects which were rejected in this stage will be informed in writing of the reason for exclusion. If the faculty, institute and hosting workplace are interested, the head of the hosting workplace will prepare a so-called declaration of the hosting workplace on the preparedness to accept the MENDELU Chair recipient (hereinafter the declaration), signed by the dean or director of the institute. The declaration must include a statement regarding the key requirements of the MENDELU Chair applicant and a realistically formulated assurance for a future employment contract that will be concluded if the MENDELU Chair grant is awarded to the given applicant; the duration of the contract will span the whole duration of the

project as per article 17 par. 2. Concluding an employment contract for an indefinite period will be conditioned by a successful evaluation of the MENDELU Chair recipient's activities and the activities of their team after the second year of the project.

4th The final choice of the best suited applicants and a decision on the awarding of a MENDELU Chair grant will be carried out by the MRB and the vice-rector for research and innovation at an in-person meeting of the MRB, who will usually take into account the outcomes of the evaluation under points a) and b). Based on technical and financial circumstances, a maximum number of applicants will be selected and invited to take part in a personal interview. The Support for Research, Development and Innovation Office will ensure that the interview adheres to the best internal practices in the field (hereinafter the interview). In justified cases, the MRB meeting can take the form of a video conference.

- (3) The MRB will prepare a final order of the best suited applicants.
- (4) Information about the procedure of selecting the best suited candidates up to this point, including the outputs from the interviews, will be forwarded to members of the ISAB, whereas its members may also ask to be present during the interviews. The ISAB will confirm the selection and recommend a winner of the whole competition to the council, as well as potential substitute runner-ups. After the rector's approval, the grant recipient will enter into negotiations on the conclusion of the contract; the negotiations are carried out under the auspices of the hosting faculty or the university institute. In justified cases, collaboration may be requested from university management during the negotiations. If the negotiations with the winning applicant are not successful, new negotiations will begin with the next runner-up applicant. The selected applicant will provide the vice-rector for research and innovation a letter on the termination of negotiations, signed by the dean or director of the institute, in which they will briefly describe their research plan for the duration of the funding as well as other conditions which were agreed upon during the negotiations with employees of the faculty or institute. The vice-rector for research and innovation will then present the council with a written notification of the awarding of the grant.

Article 20 **Intermediate and final evaluation – category B**

- (1) One year after the commencement of the project, the MENDELU Chair recipient will provide the council with a list or a brief description of results achieved to date. The council will then ask the MRB to assess the initial phase of the MENDELU Chair recipient's activities at the university and to present the results of this assessment.
- (2) Two years after the commencement of the project, the MENDELU Chair recipient will provide the council with an intermediate report on the project, which will then be evaluated first by the MRB and then by ISAB. In case of a negative evaluation, the council is authorized to propose that the rector terminates the project's funding. Further intermediate reports will not be required; instead, it suffices to provide the council with an annual list of results achieved in the given calendar year.
- (3) After the MENDELU Chair recipient has been at the university for five years, the results achieved will be evaluated based on the submitted final report in an analogous manner as for the intermediate reports, and the outcome of the evaluation will be submitted to the council and the university's scientific council.

PART FOUR **CATEGORY C – MENDELU RETURNING GRANT**

Article 21 **Aim of grant support – category C**

- (1) The university is aware of the high scientific potential of women and parents. It is also fully aware of the fact that this group may need to overcome certain barriers in the early phases of their career, especially in the form of reduced publication activities, reduced ability to travel or to compete in junior

grant competitions, but also other barriers which may negatively impact their decision on whether to continue with their scientific careers. The MENDELU Returning grant is intended for scientists – parents who are motivated and have a high potential to achieve excellent results in their future scientific career.

- (2) The primary aim of the MENDELU Returning grant is to allow these scientists to return to a fully fledged scientific career at the university, support their further development and in the long term achieve scientific results of exceptional quality.
- (3) Support provided to the successful applicant also includes the assignment of an individual talent-manager via the Human Resource Management Office, who will provide the investigator support in their personal and professional development.

Article 22 **Applicant – category C**

The MENDELU Returning grant is intended for highly motivated academic and scientific personnel at the university who are or were on maternity or parental leave or are caring for a child that is at most eight years old. If the employee was only on parental leave, a condition for the grant is that the parental leave lasted at least one year.

Article 23 **Financing method – category C**

- (1) The maximum funding per project is CZK 500,000 per year, whereas here co-funding for the awarded project is expected to be provided from projects within the university's institutional plan during the appropriate period at least in the amount of 50 % of the eligible costs. The duration of the project can be one to three years. It is expected that at most two projects are funded per year. The MENDELU Returning grant is funded from institutional support.
- (2) **Eligible expenses** include:
 - a) personnel costs, usually including salaries, bonuses, contracts for work and work agreements of persons participating in research or administrative activities required for the project;
 - b) consumable material;
 - c) minor tangible and intangible property;
 - d) services;
 - e) domestic as well as foreign travel costs including trips to conferences or workshops without a contribution, external internships abroad, scientific shadowing, consultations or mentoring programmes;
 - f) publication costs and costs required for the application of results in scientific journals;
 - g) overhead costs.
- (3) **Ineligible costs** include:
 - a) investments,
 - b) costs which are not eligible for institutional support, especially refreshments.
- (4) The approved financial support for the given calendar year is transferred to the proposer's assigned workplace via an adjustment of the funding breakdown.
- (5) Economic and administrative facilities of projects will be the same as the economic and administrative facilities of the workplace, which will also bear the operating costs of the project. Professional as well as administrative coordination of the project lies in the competence of the MENDELU Returning grant recipient.
- (6) Changes in the itemized breakdown of the project budget are allowed and are justified in the annual and final report. If the transferred amount exceeds 30% of the project's budget for the given cost

centre, it is necessary to consult this change with the Support for Research, Development and Innovation Office and receive consent from the chair of the board.

Article 24

Submission of application for support – category C

- (1) List of documents required in the application:
 - a) completed application form signed by the proposer,
 - b) project budget broken down into individual calendar years, including a justification of the listed costs,
 - c) proposer's CV,
 - d) statutory declaration,
 - e) project cover sheet.
- (2) All required documents are uploaded into the PBD system. One printout of the proposal form signed by the applicant, accompanied by all required annexes, is delivered to the Support for Research, Development and Innovation Office.

Article 25

Evaluation and selection of projects – category C

- (1) The primary evaluation criteria are originality and the project's potential for scientific contribution. Innovativeness and added value with respect to the university's professional focus will also be considered in the evaluation. Adequate consideration will also be provided to the scientific abilities and/or potential of the applicant. One condition for the funding is the submission of a project intent which gives rise to publication, patent or other high-quality outputs within foundational or applied research and/or which lays down the foundations for the submission of a successful national or international grant application. The final report for the project must make use of the project's activities and will include a complete overview of the scientific intent/plans for the upcoming three years of research in a scope that corresponds to that of GACR grants.
- (2) Projects are evaluated by the MRB and the council and/or the evaluators proposed by the council.
- (3) Each project is furthermore evaluated by at least two experts, who will be required to also provide a statutory declaration that they do not have a conflict of interest with the evaluated project.
- (4) The assessments of the evaluators are presented at the council meeting. The aim of the meeting is to:
 - a) jointly select projects which could be funded and agree on which projects will not be recommended for funding, whereas it may happen that no proposals receive recommendation;
 - b) create an order of fundable projects in the given block based on their received points and in view of the written reviews and comments;
 - c) and then decide on the final awarding of the grants based on a vote.
- (5) The council can also assess the adequacy of the financial requirements and if needed is authorized to propose reductions to a project's budget.

Article 26

Annual and final evaluation of projects – category C

- (1) Funded projects are evaluated within an annual and final evaluation procedure.
- (2) Annual reports are provided to council members for individual evaluation. In case of severe deficiencies in the professional activities of the project discovered based on the annual report, funding for the project may be terminated based on a proposal of the council and a confirmation by the rector.

- (3) Terminated projects are evaluated based on their final reports and the reports of the evaluators (reviewers), similarly as when reviewing project applications. Terminated projects are graded by grades A to D, where A represents an excellent project, B a project that achieved the planned outputs, C a project which met the planned outputs with some reservations, and D an unsuccessful project. Receiving a grade of C prevents the main investigator from attending further GAGJM competitions for two years, while for D this period is four years.

Article 27
Tentative schedule – category C

- (1) The competition is announced on a yearly basis, with the following schedule:
- a) announcement of the competition: 1 September (1. 9.);
 - b) deadline for applications: 31 October (31. 10.);
 - c) evaluation period: 1 November to 31 January (1. 11. – 31. 1.);
 - d) announcement of results: 1 February (1. 2.);
 - e) commencement of project: 1 March (1. 3.);
 - f) deadline for submission of annual report: every year by 28 February (28. 2.);
 - g) deadline for evaluation of annual report: every year by 31 March (31. 3.);
 - h) deadline for the submission of the final report: three months after the end of the project;
 - i) date of termination of the project: two months after the delivery of the final report.
- (2) The exact schedule is included in the announcement (call) of the competition.

**PART FIVE
FINAL PROVISIONS**

**Article 28
Closing provisions**

- (1) Forms related with the submission of a funding application and evaluation forms are available on the websites of the Support for Research, Development and Innovation Office: <http://optc.mendelu.cz/>.
- (2) This rector's directive enters into validity on the day of its publication and into effect on the fifteenth day following after the day it entered into validity.

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Rector