

Pursuant to Article 28, paragraph 2, letter a) of the Statute of Mendel University in Brno, the Academic Senate expressed its opinion on the Rector's Guidelines "Grant Agency of Gregor Johann Mendel of Mendel University in Brno" on 23 January 2023.



RECTOR'S GUIDELINES

4/2023

Grant Agency of Gregor Johann Mendel of Mendel University in Brno

Intended for:	Faculties and university institutions	ref. No.:	UM/3534/2023-1	dated:	3. 3. 2023
Regulation Owner:	Vice-Rector for Research, Development and Innovation				
Regulation Drafter:	Research and Development (R&D)				
Regulation Approver:	Rector			Approved on:	6. 3. 2023
Number of pages:	4	Number of attachments:	0	Valid from:	10. 3. 2023
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List of related regulations

Name of the regulation	Place of the reference	Referenced parts
Act No. 130/2002 Coll., on Support of Research, Experimental Development and Innovation from Public Funds and on Amendments to Some Related Acts, as amended	Section 3(3)	Subject of support, methods of providing support and providers

Preamble

This Rector's Guideline regulates the rules of the Grant Agency of Gregor Johann Mendel of Mendel University in Brno (hereinafter referred to as the "Agency"). The Agency supports the research and development activities of Mendel University in Brno (hereinafter referred to as the "University"), namely the research and development activities of university employees within the framework of the long-term conceptual development of the research organisation pursuant to Section 3(3) of Act No. 130/2002 Coll., on Support of Research, Experimental Development and Innovation from Public Funds and on Amendments to Some Related Acts (Act on Support of Research, Experimental Development and Innovation), as amended (hereinafter referred to as "Act No. 130/2002 Coll.").

Article 1 Introductory provisions

- (1) The aim of the agency is to strengthen the quality and prestige of research work at the university, to increase its success in obtaining prestigious international grants and to stimulate interdisciplinary innovative research with high added value.
- (2) The support of the research is provided in the form of funding of selected projects within the categories. Individual calls for project submissions are specified in detail in the tender documentation, which is the Rector's Methodological Instruction. The predominant selection criterion is the research excellence of the proposer(s), or the potential of the proposer to reach excellent results, and the quality of the submitted draft of the project or the project.
- (3) The support is intended for university employees engaged in research. For the purpose of this document, the employee engaged in research is an academic employee pursuant to Section 70 of Act No. 111/1998 Coll., on Higher Education and on Amendment and Addendum of Other Acts (the Act on Higher Education), as amended, or a non-academic employee engaged in research activity at Mendel University in Brno.

Article 2 Support competition

- (1) Projects are internal projects of the university.
- (2) Support competitions are announced by the Rector's order, usually annually through a call to submit projects within the individual categories. The rector has the right not to announce the competition in individual project categories.
- (3) The rector can announce specific topics or preferred fields of study and further specify the conditions for individual competitions.
- (4) The proposer is defined in the Rector's Methodological Instruction for the relevant category.
- (5) For the purpose of the competition, the rector shall set indicative financial limits when announcing the competition.
- (6) The project proposals and applications for support are submitted exclusively through the system of Projects and Contracts Register (hereinafter referred to as the "PCR").
- (7) The Research and Development (R&D) department is the relevant workplace responsible for the Agency's administration.

Article 3 Projects

- (1) The Agency is focused on the stimulation and development of perspective and efficient employees engaged in research, and of selected research activities, on the increase of the university's research performance and strengthening the prestige of research work.
- (2) Support, the amount of which is determined by the Rector, is awarded in categories, defined for each year by the tender documentation, through a call for projects in specific categories. The

evaluators of project proposals or interim and final reports on projects are entitled to financial remuneration which is paid from the funds allocated for the Agency.

Article 4 Funding

- (1) The source of funding for the Agency's projects are the contributions of university units. The ratio of contributions in the given calendar year is identical to the proportion in which the institutional support for the long-term conceptual development of the research organisation is allocated to the above-mentioned units in accordance with applicable Principles of Budget Formation and Management. The maximum amount of the contribution shall not exceed 5% of the amount of institutional support for the given calendar year.
- (2) The Rector has the right, in agreement with deans of faculties and the directors of university institutes, to reduce the total amount of the contributions or not to open the funding of the Agency in the calendar year.
- (3) Based on the proposal of the Board, whose status is defined in Article 5, the Rector decides on the early termination of the project and the cessation of the funding.
- (4) Projects' funding through the Agency is appropriately governed by the procedures provided for in Act No. 130/2002 Coll.

Article 5 Board

- (1) The Agency is governed by an independent board (hereinafter referred to as the "Board"). Members of the Board are:
 - a) The Vice-Rector for Research, Development and Innovation;
 - b) The Vice-Deans of the individual faculties and the Vice-Director of the university institute, whose competence includes research, on the basis of an appointment by the rector;
 - c) Three persons appointed by the rector.

The Board is chaired by the Vice-Rector for Research, Development and Innovation. The Board decides by voting, and minutes of the Board meeting are taken and made available to the members of the Rector's college. The agreement of the majority of all members of the Board is needed to adopt a resolution or decision of the Board. Board members can vote on the adoption of a resolution by correspondence. In case of such voting, the Chairmen shall send a draft resolution on the matter to all members of the Board, including all relevant documents, and shall give them the deadline for responding. Voting shall take place by the individual members of the Board sending an "I agree", "I disagree" or "I abstain" reply to the Chairman within the defined deadline. Replies delivered after the deadline shall be discarded. A valid resolution requires an "I agree" vote from a majority of Board members. The chairman shall communicate the voting result to Board members. An external consultant without voting right can be invited to a specific Board meeting, based on a proposal of any of the Board members. Administrative and technical activities of the Board, including taking minutes of the meeting, are carried out by the Research and Development (R&D) department.

- (2) Board:
 - a) defines the rules for providing financial support to projects;
 - b) under part two to four, oversees the transparency of the process of evaluation and selection of projects for support in individual categories:
 1. determines the evaluators of the submitted project proposals;
 2. draws up the final rankings of projects submitted;
 3. proposes adjustments of the project budget and the budget of each of the submitted applications for support,
 4. based on the ranking and the proposed budget adjustments, proposes projects
 5. for funding and submits this proposal to the rector for approval;

- c) oversees the efficient use of the Agency's resources;
- d) controls the quality of project's results and outputs;
- e) controls the publicity of project's results and outputs;
- f) ensures the preparation of the Agency's annual report, and submits it to the rector for approval;
- g) in case of deficiencies identified during the project implementation, proposes measures to eliminate them or to terminate the project,
- h) ensures interim and final evaluation of the project.

Article 6 Advisory bodies of the Board

- (1) Project proposals are evaluated by these Advisory bodies of the Board:
 - a) internal advisory panel for research MENDELU Research Board (hereinafter referred to as the "MRB panel") consists of university specialists, nominated by deans and directors of the university institutes; the members of the MRB panel are appointed from the submitted proposals and dismissed by the Vice-Rector for Research, Development and Innovation after consultation with the Rector; the total number of members of the MRB panel cannot exceed twenty; their representation proportionally corresponds with allocation of funds provided to the university by the State from institutional support for long-term conceptional development of research organisation pursuant to Act No. 130/2002 Coll. among individual university units in the year preceding the competition announcement; members of the MRB panel are entitled to financial remuneration for their work;
 - b) board for international multidisciplinary cooperation International Science Advisory Board (hereinafter referred to as the "ISAB board") is the international scientific advisory body of the university; membership in the ISAB board arises and ceases to exist by agreement of the university with an addressed renowned expert; composition of the ISAB board is published in the public part of the university website in the section Research and Development (R&D), Research department; members of the ISAB board can initiate a meeting of the Board on changes in the rules for providing financial support to projects according to international good practice, have an advisory voice on the Board and can be invited to participate in the process of evaluating the project applications, selecting projects for funding and evaluating interim and final reports; members of the ISAB board are entitled to financial remuneration for their work;
 - c) external evaluators can be invited to the evaluating process on the request of a member of the Board; the external evaluators are entitled to financial remuneration for their work in the process of evaluation.
- (2) The funds allocated to ensure the administrative operation of the Agency can also be used to finance any further needed evaluations during the project implementation.
- (3) The administration of the members of advisory bodies and external evaluators shall be carried out by the Research and Development (R&D) department in accordance with the last sentence of Article 5(1).

Article 7 Final provisions

- (1) The tender documentation for individual project categories, forms related to the submission of application for support and evaluation forms are available on the Research and Development (R&D) website.
- (2) This document cancels the Rector's Guidelines No. 2/2020, Grant Agency of Gregor Johann Mendel of Mendel University in Brno, from 20 April, 2020 as amended on 20 September 2021.
- (3) This Rector's Guidelines shall enter into force on the date of its promulgation and shall take effect on the fifteenth day after its entry into force.

prof. Dr. Ing. Jan Mareš
Rector