**INFORMATION – GA ČR (Czech Science Foundation) 2024**

**Standard projects**

**International projects (with Taiwan, South Korea, Brazil)**

**LA grants (with Austria, Germany, Luxembourg, Poland, Slovenia, Switzerland, USA, Croatia – to be announced)**

**17/02/2023**

**Prepared by the Dean's Office of the Faculty of Science on the material of Zdenka Žampachová (Rectorate, Research Office)**

# IMPORTANT DATES

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| **Standard projects, International projects, LA grants (GA ČR in the role of “Lead” agency)** |
| Call announcement | 14/02/2023 |
| **Deadline for project** **submission**  | **04/04/2023 Deadline of Faculty of Science: 3/4/2023 till 18:00** |
| Deadline for submission to MU Research Ethics Committee ([Mgr. Blanka Jančeková, Ph.D.)](https://www.muni.cz/lide/184692-blanka-jancekova)  | **Please, send the request as soon as possible, at the latest until 06/03/2023; 6 PM** |
| Results of the evaluation | 30/11/2023 (INT – after agreement with foreign agencies) |
| Beginning of the project | 01/01/2024 (LA grants according to chart below) |
| Project duration | 2 – 3 years (Brazil/3; Korea/2; Taiwan/3) |
| **GRIS** – complete part B (Funds in detail,breakdown of Funds + justification of Costs | **22/03/2023 ‐ Deadline of Faculty of Science** |
| **ISEP** ‐ deadline for starting an electronicapproval and for the declaration for cofinancing | **29/03/2023 ‐ Deadline of Faculty of Science** |

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| **LA grants, GA ČR in the role of „Lead“ agency** |
| **Partner organization** | **Call announcement** | **Submission deadline** | **Estimated starting date**  |
| Austria | 13/02/2023 | 04/04/2023 | 01/07/2024 |
| Germany | 13/02/2023 | 04/04/2023 | 01/04/2024 and 01/07/2024 |
| Poland | 13/02/2023 | 04/04/2023 | 01/01/2024 |
| Slovenia  | 13/02/2023 | 04/04/2023 | 01/04/2024 |
| Switzerland  | 13/02/2023 | 04/04/2023 | 01/04/2024 |
| Luxembourg  | 13/02/2023 | 04/04/2023 | 01/01/2024 |
| Croatia | ? TBA | ? TBA | 01/01/2024 |
| USA | (“Lead” only NSF) | - | - |
| **International projects – foreign agencies deadlines** |
| South Korea | 03/04/2023 | 30/06/2023 | 01/01/2024 |
| Taiwan | 13/02/2023 | 06/04/2023 | 01/01/2024 |
| Brazil | ? | ? | 01/01/2024 |
| **LA grants, foreign agency in the role of „Lead“ agency** |
| **Partner organization** | **Call announcement** | **Foreign agency submission deadline** | **Estimated starting date**  |
| Austria | continuous | not set | probably more terms in 2023, 2024 |
| Germany | continuous | not set | probably more terms in 2023, 2024 |
| Poland \* | 09/2022   | 12/2022 | 01/01/2024  |
| Slovenia | probably 12/2023 | 02/2024 | end of the year 2024  |
| Switzerland | continuous | 03/04/2023 and 02/10/2023 | 01/01/2024 and 01/07/2024 |
| Luxembourg  | 19/12/20212 | 20/04/2023 | 01/01/2024 |
| USA | continuous | not set | probably more terms in 2023, 2024 |

\*Call is closed.

# INSTRUCTIONS FROM DEAN´S OFFICE FACULTY OF SCIENCE

**ALL OF THE BELOW APPLIES EVEN IF THE FACULTY OF SCIENCE TAKES THE ROLE OF CO-PROPOSER.**

**2.1 CREATION OF A PROJECT PROPOSAL**

* **ISEP** – project proposal must be created in ISEP. (Project Proposal Editor ‐ GAČR Investor ‐Program Framework “GA – Standard projects”, “GC – International projects” nebo “GF – LA grants”
* **GRIS** ‐ in the GRIS application, it is necessary to add the account **“GACRSCIMUNI”** in the “Users” in the **Project editor role**.

**2.2 FACULTY LEVEL CONTROL**

* **Proposals must be SUBMITTED in GRIS no later than Wednesday 22/03/2023** ‐ FACULTY LEVEL CONTROL follows, after which the applicants will be invited to generate a FINAL pdf. The FINAL PDF needs to be send to gacr@sci.muni.cz **no later than 03/04/2023 at 18:00.**
* Inserting the proposal means: **part B** ‐ breakdown of financial items and justification of financial items (material + personnel costs) is filled in. Project description (part C1) can be inserted later.
* **Generated pdf ‐ must not be renamed!!!!**
* !!**It is NECESSARY to create a project proposal also in ISEP**!! The proposal will be approved electronically in ISEP. To do this, you first need to insert the project proposal into documents (Documents tab), select **"Project proposal (including attachments)"** as the document type. Then start the electronic approval of the Evidence Sheet (Pruvodka in Czech) - Approval tab. The Evidence Sheet must be fully approved before the final project proposal can be sent via data mailbox. If the final project proposal is not yet available, it is possible to insert a **draft in which the budget will be final and agreed.**

**2.3 INVESTMENT**

* Acquisition of investments is possible only if the director of the institute agrees with the cofinancing.
* Prior to the submission of the proposal, it will be necessary to give evidence of **the Affidavit of the Director of the Institute on co‐financing of investments**, which is set out **in** [**Annex 1a**](https://www.sci.muni.cz/media/3391704/annex1a_affidavit_investment.pdf)**.** Send the filled out Affidavit form by email (it will be submitted for electronic approval) to the relevant project economist of the institute at which the project is submitted **no later than Wednesday, 29/03/2023**, (see the contact persons below)
* In the case of investment planning, please consult in advance your intention with Petra Rozíkova, rozikova@sci.muni.cz; tel: 549 49 5291

**2.4 WAGE PLANNING**

* When planning personnel costs, please follow the [Methodology for planning personnel costs](https://www.sci.muni.cz/media/3503890/metodika-osobni-naklady-projektu-2023.pdf). Plan of personal cost consult in advance with the relevant project personnel officer of the institute at which the project is submitted (see contact persons below)
* Wage levies ‐ 34.8%
* Levies from the Agreement to perform work ‐ 33.8%
* **In case of necessity of co‐financing of personnel costs, it will be necessary to give evidence the** Affidavit of the Director of the Institute on co‐financing of non‐investments ([Annex No. 1b](https://www.sci.muni.cz/media/3391703/annex1b-affidavit_non-investment.pdf)). Send the filled out Affidavit form by email (it will be submitted for electronic approval) to the relevant project economist of the institute at which the project is submitted **no later than Wednesday, 29/03/2023**, (see the contact persons below)

**2.5 OTHER CONDITIONS**

* **Do not insert not allowed attachments!**
* Basic Identification Data must be provided **in Part A** ‐ The Researcher ID, Scopus Author ID or ORCID. You can find a presentation with instructions on how to create these identifiers (Researcher ID and ORCID) [here](https://www.sci.muni.cz/media/3389407/priloha-c-4-prezentace-s-navodem-na-zalozeni-idenfitikatoru.pdf). Scopus ID is an identifier that is assigned to the author, if he has a publication in the SCOPUS database, otherwise it cannot be created.
* [MU Gender Equality Plan](https://www.muni.cz/media/3371580/gender_equality_plan_mu_gep_mu_en.pdf) - reference to the existing gender equality plan is a mandatory part of section C1 - justification of the project proposal. Insert only the link to section C1, not the entire document as an attachment (this would be an unallowed attachment).

**2.6 CONTACT PERSONS**

**Economists:**

Ing. Iveta Svobodová; iveta.svobodova@sci.muni.cz, 549 49 8183**,** 771 273 449

(institutes: 4010, 3050, 4070, 5040)

Ing. Tereza Johnová; johnova@sci.muni.cz, 549 49 3873,733 614 433

(institutes: 1010, 2020, 2030, 2040, 5010, 5030)

Ing. Jitka Kosinová, jitkak@sci.muni.cz, 549 49 3702, 773 251 776

(institutes: 4020, 3010, 6000)

**Personalists:**

Ing. Michaela Manová, manova@sci.muni.cz , 549 49 4491, 771 239 310

(institutes: 3050, 4020, 6000, 3010)

Mgr. Ivana Ludíková, ludikova@sci.muni.cz , 549 49 4859, 778 737 171

(institutes: 4070, 1010, 2020, 2030, 2040, 5010,5030)

Ing. Eva Žufanová, evazufan@sci.muni.cz , 549 49 3437, 604 919 243

(institute: 4010)

**Factual control and dispatch**

Ing. Martin Hovorka, hovorka@sci.muni.cz , 549 49 1412

**Investment**

Petra Rozíková; rozikova@sci.muni.cz; 549 49 5291

**ATTACHEMENTS:**

1. the Affidavit of the Director of the Institute on co‐financing of investments ([Annex 1a](https://www.sci.muni.cz/media/3391704/annex1a_affidavit_investment.pdf)) and of

non‐investments ([Annex No. 1b](https://www.sci.muni.cz/media/3391703/annex1b-affidavit_non-investment.pdf))

2. Range of gross salaries determined by the faculty for individual job positions

3. [Guidelines of the Research Ethics Committee](https://www.muni.cz/o-univerzite/fakulty-a-pracoviste/rady-a-komise/eticka-komise-pro-vyzkum/aktuality/pokyny-pro-souteze-ga-cr-s-pocatkem-reseni-v-roce-2024) for GACR 2024

4. Offer to insert text in section C1, point (f) [“Human Resources and Gender“ in Horizon Europe and GACR](https://is.muni.cz/auth/do/sci/web/HRA/hra_pro_projekty/); ["Data Management" for GACR proposals](https://www.sci.muni.cz/media/3401653/data-management-muni-sci_gacr-230322.pdf) (The offers represents the maximum usable version. The text can be individually shortened/edited for your own use.)

5. [MU Gender Equality Plan](https://www.muni.cz/media/3371580/gender_equality_plan_mu_gep_mu_en.pdf) - reference to the existing gender equality plan is a mandatory part of section C1 - justification of the project proposal. Insert only the link to section C1, not the entire document as an attachment (this would be an unallowed attachment).

# DOCUMENTATION

English versions of the Standard Call, International Call and LA projects (GA ČR in the role of “Lead” agency, LA projects (GA ČR in the role of partner organisation) documentations are published [here](https://gacr.cz/en/tenders-for-2024-projects/).

Call documentation and other documents for these calls are available on the [MU Portal](https://portal.muni.cz/vyzkum-a-projekty/projekty-a-granty/narodni-schemata/projekty-na-podporu-vyzkumu/grantova-agentura-ceske-republiky).

# CALL INFORMATION

The Calls are open to project proposals within all disciplines and topics of basic research (except for cooperation with USA, where supported areas are defined – [Artificial Intelligence, Nanotechnology Plasma Science](https://www.nsf.gov/od/oise/IntlCollaborations/CzechRepublic.jsp) and Cybersecurity).

**A single person can apply (within all Calls announced in 2023, with the beginning of the projects in 2024) for max. 3 proposals** ([all possible options](https://gacr.cz/soubehy-navrhu-projektu-2024/))**:**

1. one project proposal as

- POSTDOC INDIVIDUAL FELLOWSHIP applicant **OR**

- JUNIOR STAR applicant

1. one project proposal as applicant in all other Calls (Standard Call, International Call, LA grants Calls)
2. one project proposal as co-applicant in all other Calls (Standard Call, International Call, LA grants Calls)

**In case of success in all Calls, one person may participate only in:**

1. POSTDOC INDIVIDUAL FELLOWHIP project as applicant, **OR**
2. JUNIOR STAR project as applicant, **OR**
3. max. 2 projects that were submitted in Standard Call, International Call, LA grants Calls (one as applicant, one as co-applicant)

***In case of not following the rules above, all projects of the applicant/co-applicant can be excluded from the evaluation!***

*If the applicant withdraws from the Call or withdraws from the LA grant evaluation before submitting another project proposal that would cause concurrence of projects, the project proposal will be treated as if it had never been submitted - so it will not count towards the limit. LA project proposals that have been disqualified from evaluation for formal reasons by GA ČR and disqualified from evaluation by foreign agency will not count towards the limit of project proposals submitted in a given year.*

**LA Grants** – within LA grants is possible to apply for bilateral and trilateral project proposals (except for cooperation with USA – only bilateral cooperation is possible)

## APPLICANTS ELIGIBILITY

- MU eligibility (will be provided by the Rector's Office)

## PROJECT PROPOSAL OF CZECH PART

The proposal of Czech part has to be filled and submitted to GA CR via [GRIS](https://cas.gris.cz/cas/login?service=https%3A%2F%2Fwww.gris.cz%2Fapex%2Ff%3Fp%3D103) application.

**Video-instructions for filling the GRIS application will be published soon (including English subtitles)** [**here**](https://gacr.cz/faq/)**.**

Selection of panel/panels – [specialization of individual panels](https://gacr.cz/o-ga-cr/poradni-organy/panely/) (technical sciences; physical sciences; medical and biological sciences; social sciences and humanities; agriculture and biological-environmental sciences)

**The project proposal must be filled in English, unless specified otherwise!**

Attachments:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Annexes/Calls** | **Standard projects** | **International projects** | **LA grants (CSF in the role of „Lead“ agency)** | **LA grants (CSF in the role of PO)** |
| **C1 (scientific part)**, in PDF, 11 points font, single spacing | max. 10 pages (max. 6 MB)  | max. 10 pages (max. 6 MB)  | max. 15 pages (max. 6 MB)  | copy of the foreign proposal |
| **Copy of foreign proposal** | - | YES (instantly after foreign deadline) | - | must be added as annex in C1 |
| **CV of the Applicant** (co-applicant),in PDF, 11 points font, single spacing | max. 2 pages(max. 1MB) | max. 2 pages(max. 1MB) | max. 2 pages(max. 1MB) | max. 2 pages(max. 1MB) |
| **CV of the Foreign Applicant** | - | YES, no limits | YES, no limits | - |
| **Copies of the special permission**  | only if necessary | only if necessary | only if necessary | only if necessary |
| List of the institutions outside the Czech Republic to which it would be inappropriate to send the project proposal for evaluation, including an explanation  | optional | Optional | optional | - |
| **Identification of the proposed supplier/supplier´s** (preliminary price if the project requires investments exceeds CZK 250ths. and/or the supply/supplies and the total value of purchases from the single supplier exceeds CZK 750ths. throughout the project duration  | only if necessary | only if necessary | only if necessary | only if necessary |
| **Letter of Intent** | optional | Optional | optional | - |

* **C1 part (scientific part)**, part C1 has to contain (detailed information - page 17-18 of Standard grants, 20-21 of International and LA grants of the tender documentations): summary of the current state of the art; aims; methods; timeline; identification of the risks to the achievement of the project results, including the intensity of such risks, their probability, and ways to minimize the risks; description, reasoning and justification of the necessity of international cooperation; in case of involvement co-applicant, justification is necessary; equipment of the workplace; a reference to the applicant's existing gender equality plan (link to [CZ version](https://www.muni.cz/media/3371577/plan_genderove_rovnosti_mu_gep_cz.pdf), link to [EN version](https://www.muni.cz/media/3371580/gender_equality_plan_mu_gep_mu_en.pdf)); a brief description of the research data to be generated, used, and stored, how these data will be handled (an update shall be provided with each Interim Report and Final Report); a brief description of the potential benefits of the project and possible future application potential; a brief plan of how the project results will be communicated to their potential users and the public; description of the team including their working capacity; references

**LA Grants -** (with GA ČR as “Lead” agency); part C1must contain a precise justification of both parts of the budget (Czech and foreign)

**International projects and LA grants** - the joint project must show elements of justified cooperation between the two teams, the added scientific value of the joint research, the scientific work of both teams must be closely linked

* **D1 CV of the applicant** (CV co-applicant if relevant);a brief structured professional CV with a list of activities for the last 5 years in the field that will be the subject of the project proposal
* **D2 part (Bibliography)** - complete bibliographic information over last 10 years.

The MU [Research Ethics Committee](https://www.muni.cz/o-univerzite/fakulty-a-pracoviste/rady-a-komise/eticka-komise-pro-vyzkum/aktuality/pokyny-pro-souteze-ga-cr-s-pocatkem-reseni-v-roce-2024) will assess the project proposals for these Calls. The applications are to be submitted through [ISEP](https://inet.muni.cz/app/proj/navrh_find) where is necessary to upload the official request (current version of template can be found [here](https://is.muni.cz/auth/do/rect/metodika/VaV/vyzkum/etika/)).

## PROJECT RESULTS

Definition of types of outputs (according to tender documentation Annex 7 for Standard and International Calls, Annex 4 for LA grants):

* **Jimp** - an original/review article in a peer-reviewed journal which is included in the Web of Science database and tagged as "Article", "Review", or "Letter"; Only articles published in journals with a non-zero impact factor registered in the WoS Core Collection SCI or SSCI database may be considered Jimp outputs.
* **Jsc** - original / review article in a scientific periodical which is included in the Scopus

database with the tag “Article”, “Review”, or “Letter”; **Jost** - original / review article in a scientific periodical which does not fit in any of the two foregoing groups, and which meets the general requirements for an article in a scientific periodical

* **Monograph**
* **Chapter in a monograph**
* **Article in proceedings** registered in the Scopus database or in the Web of Science Conference Proceedings Citation Index

# SPECIFIC CALL INFORMATION

* By submitting a proposal, the applicant confirms that he / she has not received, does not accept and will not receive support from another provider for another project with the same or similar issues.
* The content of a project proposal involving the applicant or co-applicant in other projects is different from the project proposal submitted. The proposed scope of work will allow the applicant or co-applicant to address all their projects.
* Indication of an incorrect birth number (for foreigners the date of birth) is a reason to exclude the project proposal from the public tender.
* The project proposal of the same institution submitted to the public tender announced by the GA ČR or with the project already solved or completed must not have the same name.
* The beneficiary undertakes to ensure that the time spent at the beneficiary´s workplace corresponds to an investigator´s workload.
* The beneficiary confirms that is not aware of any breach of ethical standards of scientific work by the applicant or the co-applicant over the last 5 years.
* **International projects and LA grants** **- the foreign researcher must not have an employment relationship in the Czech Republic for the duration of the project!**

## PROJECT COSTS (ELIGIBLE COSTS)

Personnel costs – recommended workload at least 0,2 FTE for applicant, 0,1 FTE for co-applicant; limit for gross wage CZK 60 000/month/1FTE; Agreements on work (DPP and DPČ in Czech) max. CZK 400/hour.

The sum of all workloads (FTEs) allocated for all projects supported by GACR may not exceed 1.00 for any employee.

Investment costs (limited up to 10% of the personnel costs and material costs, excluded indirect costs); the cost of the acquisition or depreciation of fixed assets and a detailed justification is needed; furthermore, for each item, the total acquisition cost of the asset, the designated depreciation and the depreciation period derived, the proportion of the use of the investment for the grant project, expressed as a percentage must be listed; the amount of the targeted aid requested for the acquisition of the asset or its depreciation; the justification of the necessity of the requested fixed assets in terms of why they are necessary for the project to be carried out if the asset(s) as requested carry a purchase price exceeding CZK 750,000 and the equipment of the type and quality is already available at the applicant's institution, the applicant or the beneficiary must justify why the existing asset(s) cannot be used for the grant project.

Material costs - material costs, travel costs, costs for other services and non-material costs, patent and license payments; **low-value tangible assets may be acquired up to CZK 80,000 under the category of material costs.**

Indirect costs - **max 20 %** of personnel costs and material costs (excluded indirect costs)

## PROJECT EVALUATION

**International projects** **will be evaluated by both agencies** (by GA ČR andby foreign agency).

**LA projects will be evaluated only by GA CR or only by foreign agency**, researcher can choose which agency will be the “Lead”. (Each participating partner agency shall have the right of veto, i.e. to decide that the project selected by the Lead Agency shall not receive funding (e.g. due to the lack of funding available).

Project proposals are to be evaluated according to following criteria (more detailed in tender documentation):

* **Originality and quality** (scientific importance; prospects of the project; international cooperation and expected benefits; aims; proposed deliverables; concept; methodology; timeline)
* **Research expertise of the applicant** (co-applicant/s) and other researchers
* **Feasibility of the project** regarding to technical and institutional facilities (takes into account the promotion of the principles of responsible research and innovation, including strategic tools for developing human potential and improving working conditions)

## IMPLEMENTATION – CHANGES

* Unused funds from overheads may not be carried over to subsequent years (neither FÚUP nor NÚUP) and must be either spent in the given year or returned to the provider.
* Final report will contain the information about application potential.
* The Provider is entitled to reduce the targeted funding in view of the progress of the project, up 5 % of total funding.
* Redistributions between and among the basic structure items of the funding awarded to Beneficiary, and/or to another participant up to CZK 100,000 per year, are possible without a request.
* When the researcher goes on maternity/parental leave, the project can be suspended, for a total of 6-18 months; researcher can request for reduction of workload; for a change of investigator or request for an extension of the implementation period up to 18 months (more detailed 54-56 of STD, 64-55 of INT and 52-54 of LA grants tender documentations)