



## **REGULATIONS of the UGrants-bridge competition (Small Grants Programme – UGrants) – Programme to support researchers in increasing their effectiveness in obtaining external research grants and in publishing with prestigious journals or scientific publishing houses**

### **§ 1. COMPETITION OBJECTIVE**

The objective of the UGrants-bridge competition as part of the Small Grants Programme – UGrants is to enhance the effectiveness in obtaining external research grants and, consequently, to increase the number of research projects implemented at the University of Gdańsk.

### **§ 2. COMPETITION PARTICIPANTS**

The UGrants-bridge competition is addressed to academic teachers employed at the University of Gdańsk as their basic place of work in a research or a research and didactic position who meet all of the following conditions:

- 1) they have submitted an application to be granted funding for a research project from external funds up to twelve months before the day on which they applied for the Programme;
- 2) the application was not granted funding but was positively assessed at one stage of substantive assessment at the least.

### **§ 3. FINANCING**

1. A single grant to the amount of 15,000 PLN may be awarded for the implementation of the activities as part of the competition, to be used within the calendar year in which it was awarded.
2. Funding for the following activities shall be possible:
  - 1) purchase of small laboratory equipment and reagents;
  - 2) purchase of small IT equipment (e.g. computer, printer, monitor);
  - 3) purchase of scientific software;
  - 4) purchase of specialist literature;
  - 5) purchase of office materials – to a total value of 500 PLN;
  - 6) active participation in international and national scientific conferences, workshops or symposia (a poster or speech being a prerequisite);
  - 7) international and domestic business trips of a research nature and scientific inquiries;
  - 8) research visits or consultations by external collaborators;

- 9) translation of prepared texts into foreign languages;
- 10) text editing or graphic design services;
- 11) costs of questionnaire surveys.
3. Competition participants in receipt of funding shall be obliged to use the funds in accordance with the University of Gdańsk's Principles of financial management.
4. The cost eligibility period for the funding obtained shall commence on 1 January of the calendar year in which the applicant received the decision to be granted funding as part of the Small Grants Programme – UGrants.
5. The spending of funds and submission of financial documents for settlement shall be possible by 15 December of the calendar year in which the applicant received the decision to be granted funding.

#### § 4. SUBMITTING APPLICATIONS

1. In order to enter the competition, candidates are required to submit an application, a model of which is available on the UG website in the "Research" tab.
2. A completed application should be submitted electronically (a scan of a signed application) or in paper form at the Scientific Excellence Programmes Section of the Research Office. The deadline for submitting applications in a given year shall be specified by the Rector's communique. Applications submitted after the deadline shall not be considered.
3. Submission of an application shall be considered as acceptance of the Regulations.

#### § 5. ASSESSMENT OF APPLICATIONS

1. The applications shall be formally assessed by employees of the Scientific Excellence Programmes Section of the Research Office. The formal assessment shall consider whether the application is complete and whether the applicant has met the requirements regarding programme participants.
2. Applications which fail to meet the formal requirements shall not undergo further substantive assessment.
3. The substantive assessment of applications shall be carried out by the Competition Committee for the Small Grants Programme – UGrants, appointed by the Rector and comprising:
  - 1) the Vice-Rector for Research as Chair;
  - 2) three academic teachers with the degree of doctor with habilitation or the title of professor, representing three fields of science: humanities, social sciences and exact and natural sciences.
4. The Competition Committee may call upon the opinion of experts appointed by it for that purpose.
5. The substantive assessment will be based on the range of modifications introduced by the applicant to the application to be granted funding for a research project in relation to the assessment and guidelines provided by reviewers/the assessment committee/the expert panel.

6. Upon completion of the assessment, the Competition Committee shall present their recommendation with regard to the decision to grant or refuse to grant funding. The final decision to grant funding shall be taken by the Rector.
7. Information on the Rector's decision shall be communicated to the applicant individually in writing. Communication of the decision in electronic form shall be permitted.

#### § 6. SETTLEMENT

1. In order to settle participation in the Small Grants Programme – UGrants, participants shall be obliged to submit the following to the Scientific Excellence Programmes Section of the Research Office by 15 January of the year following the receipt of funds:
  - 1) confirmation that an application to be granted funding for a research project from external funds has been resubmitted;
  - 2) confirmation that a publication has been submitted to a scientific journal or a publisher from the current Ministry of Science list;
  - 3) a report on participation in the Programme, a model of which is available on the UG website in the "Research" tab.
2. Failure to fulfil the requirement referred to in section 1 shall disqualify the candidate from applying for funding in other programmes and competitions financed from the Excellence Initiative – Research University project or in subsequent editions of the UGrants-bridge competition.