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**Information from the Administrative Support Centre for Projects
of 7 May 2021**



on: submitting applications for project funding within the **MINIATURA 5** call for proposals announced by the National Science Centre.

We kindly inform that the National Centre of Science (NCN) has announced the MINIATURA 5 call for proposals for scientific activities aimed at preparing a future research project.

The call for proposals at NCN lasts until **30 September 2021**.

The call for proposals may be suspended if the total amount of the expenses applied for exceeds twice the amount of financial resources allocated by the NCN Council for scientific activities in the call.

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Detailed conditions and application rules are available at:

- NCN: ncn.gov.pl → "Currently open calls for proposals".
- CAWP: www.cawp.uj.edu.pl → "Open calls" → "Calls of the National Science Centre"

Rules of the call for proposals:

1. An application in the MINIATURE 5 call for proposals can be submitted by a person who:

- obtained a doctoral degree not earlier than 1 January 2009. This period may be extended by the time of staying in this period on long-term (more than 90 days) documented sickness allowances or rehabilitation benefits in relation to due to inability to work. Additionally, the period may be extended by the number of months spent on leaves related to the care and upbringing of children granted and bringing up children granted according to the principles specified in the Labour Code, and in the case of women - 18 months for each born or adopted child, if such a way of indicating breaks in scientific career is more beneficial. In the case of persons who have obtained more than one doctoral degree, the reference date is the date of obtaining the first one;
- be employed by the applicant under a contract of employment at the date of the application;
- has not managed and does not manage research projects financed from the funds of the National Science Centre;
- is not a winner of call for doctoral scholarships ETIUDA or for traineeships (including FUGA and UWERTURA) financed from NCN funds;
- is not an applicant, principal investigator or internship candidate in an application submitted or qualified for funding in another call for proposals of the National Science Centre;
- has at least one published work in his/her scientific output or, in the case of scientific activities in the field of creative arts and arts, at least one artistic or artistic-scientific achievement.

2. Scientific activities which can be funded under the MINIATURE call for proposals include preliminary/pilot research, queries, scientific internships, research and consultancy trips.

3. The **call does not provide for scientific salaries and scholarships**, except for the remuneration of collective contractors who are not employees of the unit where the activity is implemented.

4. The **call also does not provide for the purchase, manufacture or modernisation of scientific and research instruments, equipment and software**.

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Information on how to prepare an application:

- Projects covering basic or applied research in all scientific disciplines included in the in the list of NCN Panels.
- Only one application submitted by a person implementing a scientific activity can be considered in the MINIATURE 5 call for proposals.
- One can only receive funding for the implementation of a scientific activity once within the MINIATURE programme.
- The duration of the project may be **up to 12 months**.
- The amount of financing applied for should range from **PLN 5 to 50 thousand**.
- The amount of indirect costs **is 10% of the value of direct costs**.
- **The value of VAT should be included in the project budget** (VAT is an eligible cost in the project). Please provide gross amounts in the cost estimate.

Form of application:

In accordance with the Announcement No. 56 of the JU Vice-Rector of 11 July 2016 on: *Rules of Procedure for the preparation and implementation of externally funded projects at the Jagiellonian University*, persons interested in participating in the competition please send to the address of the call supervisor at CAWP **at least 10 days before the planned date of submission of the application**:

- a draft version of the application in electronic form (as a PDF file) in order to check and verify it formally.

And then, after verification by CAWP and completion of work on the application, please send to the address of the call supervisor in CAWP:

- **the final version of the application** in the form of a PDF file generated from ZSUN/OSF document system: the option "Print PDF" with the name according to the formula: Surname and first name of the principal investigator, name of the programme, date of the document (Kowalski_Jan_MINIATURE5_10-05-2021), signed with an electronic signature by the head of the UJ organisational unit where the project will be implemented (i.e. Dean or Director/Head of another organisational unit).
- **The Research Project Registration Form**, filled in the electronic system UJ Project Zone available at: <https://strefaprojektow.uj.edu.pl/>. Instructions for filling in the form are available at: <https://cawp.uj.edu.pl/strefa-projektow>

Out of concern for the quality of submitted projects, especially in terms of meeting formal requirements, I encourage you to consult applications and submit documents to CAWP earlier than the deadlines mentioned above.

Please note that sending an application through the system is an irreversible operation which makes any subsequent changes impossible.

Therefore, the application in electronic form should be sent only after obtaining the approval of the University Authorities on the final version of the application. Information about the approval of the application by the University Authorities will be provided by the call supervisor in CAWP.

The documents indicated above, signed by UJ Authorities, will be sent by the competition supervisor in CAWP to the e-mail addresses provided by you.

In case of any questions or doubts concerning the preparation of the application, please contact the call supervisor in CAWP, **Mr. Michał Maleszka, phone: 12 663 30 06, michal.maleszka@uj.edu.pl**

As regards **the Data Management Plan** for the research project, please contact
- Mr Leszek Szafranski, tel. 12 663 35 89, l.szafranski@uj.edu.pl
- Katarzyna Szczepaniec, tel. 12 663 34 42, k.szczepaniec@uj.edu.pl

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Link to on-line training on YouTube channel on how to complete the data management plan: <https://www.youtube.com/watch?v=jSIRR8VSm40>



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