



UNIwersytet Jagielloński  
w Krakowie

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Prorektor ds. badań naukowych

**COMMUNICATION  
BY JAGIELLONIAN UNIVERSITY  
VICE-RECTOR FOR RESEARCH  
of 28 October 2021**

**on: submitting project funding proposals under  
the SONATA 17 call announced by the National Science Centre**

This is to inform you that the National Science Centre (NCN) has published a call in basic research under its **SONATA programme for research projects carried out by PhD holders awarded their doctoral degree within 2 to 7 years before the year of submitting the proposal** (i.e. awarded between 1 January 2014 and 31 December 2019), with possible extensions on a case-to-case basis.

Deadline for submitting proposals to the NCN is 15 December 2021, 4 p.m.

Terms and conditions of applying in the call are available on the websites:

- NCN: [ncn.gov.pl](http://ncn.gov.pl) → under tab "Open calls"
- CAWP: [www.cawp.uj.edu.pl](http://www.cawp.uj.edu.pl) under tab 'Open calls' → 'National Science Centre open calls'.

**Information on preparing proposals**

- Under the call a research project may be planned with a duration of **12, 24 or 36 months**.
- The principal investigator's scientific achievements must include **at least one paper published or accepted for publication**.
- One may act as principal investigator in a SONATA call **only once**.
- The project's principal investigator may only be employed **over the entire course of the project's implementation at the entity planned as the host entity, pursuant to a contract of employment for at least half time**. The project's principal investigator shall spend at least 50% of the project's time on the territory of the Republic of Poland. This period includes business trips essential to the implementation of the project, especially related to field research, participation in conferences and archive searches.
- **One may be named as principal investigator only once in a given call edition**. This means that in the present edition of the NCN calls a person may only once be named as principal investigator and only in one funding scheme in the current call edition: (OPUS 22+ LAP, PRELUDIUM BIS 3, SONATA 17).
- **Research team:**
  - in addition to the principal investigator, involved in work on the project **may be** other investigators, including students and doctoral students as well as persons employed on
  - **post-doc** type posts, provided that:
    - the person named in the proposal was awarded a doctoral degree no earlier than 7 years before the year of employment in the project,
    - has been conferred a PhD degree by an entity other than the one planning to employ them at this post or has completed a continuous and evidenced post-doctoral fellowship of at least 10 months in an entity other than the participating entity and in a country other than the one in which they have been conferred a PhD degree.

- The programme allows for receiving NCN research scholarships and allowances known as doctoral scholarships, for doctoral students who meet the requirements specified in the the Act of 20 July 2018, "Law on higher education and science".
- In the project to be implemented **no senior researchers may be involved.**
- The principal investigator may reduce the number of obligatory teaching hours by 50%.
- Direct costs **may not cover the costs of publishing articles nor costs of making research data available in open access. Calculating open access costs as direct costs shall result in rejecting the proposal at the stage of formal eligibility check.** Article Processing Charges in hybrid journals, as defined in the NCN Policy of open access to publications are in no way eligible (including under indirect costs).
- Publishing a monograph resulting from a research project implementation do not count as eligible costs **until positive evaluation** in the review process by the NCN.
- A purchase of a **qualified electronic signature** should be included in the project's budget under direct costs, amounting ca PLN 205 (a signature suite + validity extension – valid 4 years).
- The project's budget should account for the amount of VAT (**VAT is an eligible cost**). **Please state gross amounts in the cost estimate.**
- **Indirect costs:** they are expenditures connected with the research project indirectly, but indispensable to its implementation, which include:
  - **Open Access indirect costs in the amount up to 2% of direct costs**, which may be directed **exclusively** toward the costs related to the making publications or research data available in open access. Please include these costs in the planned budget in the maximum possible amount;
  - **other indirect costs in the amount up to 20% of direct costs**, which may be directed toward the costs related to the project indirectly, including also costs of making publications or research data available in open access.
- Basic data of the entity (JU) required for the completion of the proposal are available on the website of the CAWP: [cawp.uj.edu.pl/projekty/dla-wnioskujacych/dokumenty](http://cawp.uj.edu.pl/projekty/dla-wnioskujacych/dokumenty).

#### **Form of submitting proposals:**

The proposal alongside the required annexes shall be **submitted in electronic form by the principal investigator in the ZSUN/OSF** (Zintegrowany System Usług dla Nauki/Obsługa Strumieni Finansowania) system, accessed through the website: [osf.opi.org.pl](http://osf.opi.org.pl)

#### **Internal regulations:**

Pursuant to the Order no 56 of JU Rector 11 July 2016 on: *The procedure for drawing up and implementing projects funded from external sources at Jagiellonian University*, persons interested in entering the call are asked to deliver to the **call assistant at the CAWP:**

- **by 22 November 2021 – in the event that the project is planned in collaboration with other entities:**
  - and JU acts as leader in project:
    - an agreement on collaboration of a group of entities toward implementation of the proposed research project (drawn up by the NCN), to be downloaded from the ZSUN/OSF system (under tab 'Host entities') in the form of a PDF file,
    - additional agreement confirmed by JU Legal Team, drawn up in accordance with the template attached as annex 1 to this Communication (an extended version of the agreement on collaboration of a group of entities toward implementation of the proposed research project),
    - **Research project registration form**, filled out in the JU Project Zone system <https://strefaprojektow.uj.edu.pl/>
  - and in the event that JU acts as partner in the project:
    - the agreement on collaboration of a group of entities toward implementation of the proposed (drawn up by the NCN) in the form of a PDF file, sent by the project's leader,

- additional agreement confirmed by JU Legal Team, drawn up in accordance with the template attached as annex 1 to this Communication (an extended version of the agreement on collaboration of a group of entities toward implementation of the proposed research project),
- **Research project registration form**, filled out in the JU Project Zone system <https://strefaprojektow.uj.edu.pl/>

Provisions included in the template agreement (drawn up by the NCN) may not be modified nor appended with additional regulations between the entities.

**PLEASE NOTE:** Supporting a signed agreement (drawn up by the NCN) in the ZSUN/OSF system is a condition of locking proposal for edition and generating the required confirmation. The document in the PDF format should be supported, signed with a qualified electronic signature. Alternatively, a scan of the document with a handwritten signature may be supported.

**Please bear in mind that the additional agreement should not be attached to the Funding proposal in the ZSUN/OSF system.**

- **by 29 November 2021, the draft version of the proposal** in the form of a pdf file sent to the address of the call assistant at the CAWP (the draft version means at least the need to complete at least the sections: Applicant, Principal Investigator, Investigators, Research plan, Cost estimate and its justification);
- **by 08 December 2021 (3:30 p.m. GMT+1):**
  - **final version of the proposal** in the form of a pdf file generated by the ZSUN/OSF system: select option 'Print PDF' named in accordance with the template: Surname and given name of the principal investigator, name of the programme, date of the document (Kowalski\_Jan\_Sonata17\_08-12-2021), signed with a qualified electronic signature by the head of the JU organisational entity, i.e. the dean or director/head of other organisational entity) acting as the project's host entity,
  - a document generated by the ZSUN/OSF: '**Confirmation of submitting the proposal by a representative of the entity,**'
  - a signed scan of the document generated by the ZSUN/OSF: '**Confirmation of submitting the proposal by the principal investigator**' or a document signed with a qualified electronic signature,and
  - a **research project registration form**, filled out in the JU Project Zone system (not applicable to proposals for which an agreement on collaboration of a group of entities toward implementation of the proposed research project has been submitted alongside the registration form at the CAWP). The **JU Project Zone** system is available at: <https://strefaprojektow.uj.edu.pl/>.

Out of concern for the quality of the submitted projects, especially in terms of meeting formal requirements, you are encouraged you to deliver the documents to the CAWP well ahead of the above mentioned deadlines.

Please consider the above mentioned deadlines as final.

Please bear in mind that sending the proposal in the system cannot be reversed and prevents later modifications. The proposal should be sent in using the ZSUN/OSF system, supported with a signed version of the document "Confirmation of proposal submission by a representative of the entity" and "*Confirmation of proposal submission by the principal investigator*".

The above mentioned documents, signed by JU authorities, shall be delivered by the call assistants at the CAWP to the email addresses you have specified.

With queries and doubts regarding preparing the proposal you are welcome to contact call assistants at the CAWP:

- **Mateusz Basarab**, phone 12 663 38 64; [mateusz.basarab@uj.edu.pl](mailto:mateusz.basarab@uj.edu.pl)
  - Faculty of Law and Administration
  - Faculty of Management and Social Communication
  - Extra-faculty entities

- **Monika Pacholczyk**, phone 12 663 30 09; [monika.pacholczyk@uj.edu.pl](mailto:monika.pacholczyk@uj.edu.pl)
  - Faculty of Physics, Astronomy and Applied Computer Science
- **Agnieszka Gajda-Górecka**, phone 12 663 30 25; [agnieszka.gajda-gorecka@uj.edu.pl](mailto:agnieszka.gajda-gorecka@uj.edu.pl):
  - Faculty of Biology
  - Faculty of International and Political Studies
- **Jakub Górka**, phone 12 663 30 11; [jakub.gorka@uj.edu.pl](mailto:jakub.gorka@uj.edu.pl)
  - Faculty of Philosophy
  - Faculty of Polish Studies
- **Monika Mikołajczyk**, 12 663 38 39; [monika.wojtasinska@uj.edu.pl](mailto:monika.wojtasinska@uj.edu.pl)
  - Faculty of Chemistry
  - Faculty of Geography and Geology
- **Joanna Łyczek**, 12 663 38 92; [joanna.lyczek@uj.edu.pl](mailto:joanna.lyczek@uj.edu.pl)
  - Faculty of Mathematics and Computer Science
  - Faculty of History
- **Łukasz Kucharzyk**, 12 663 38 49; [lukasz.kucharzyk@uj.edu.pl](mailto:lukasz.kucharzyk@uj.edu.pl)
  - Faculty of Biochemistry, Biophysics and Biotechnology
  - Faculty of Philology

In matters regarding employment and remuneration in the prepared projects, please contact Ms Sylwia Borchuch, phone no 12 663 30 12 or Ms Aleksandra Weiss, phone no 12 663 38 73, [aleksandra.weiss@uj.edu.pl](mailto:aleksandra.weiss@uj.edu.pl)

Whereas regarding the drawing up of a Data Management Plan in research projects, please contact:

- Mr Leszek Szafrąński, phone 12 663 35 89, [l.szafranski@uj.edu.pl](mailto:l.szafranski@uj.edu.pl)
- Ms Katarzyna Szczepaniec, phone 12 663 34 42, [k.szczepaniec@uj.edu.pl](mailto:k.szczepaniec@uj.edu.pl)
- Ms Małgorzata Galik, 12 663 35 89, [malgorzata.galik@uj.edu.pl](mailto:malgorzata.galik@uj.edu.pl)

A link to a YouTube on-line course on completing the Data Management Plan:  
<https://www.youtube.com/watch?v=jSIRR8VSm40>

Annex:

1. Template agreement on collaboration of a group of entities toward implementation of the proposed research project.

Signed by / Podpisano przez:



Piotr Kazimierz  
Kuśtrowski

Date / Data:  
28/10/2021 13:30