

## **RECTOR'S DIRECTIVE no. 4/2019**

***Declares the Principals of the Student Grant Competition  
of the Academy of Arts,  
Architecture and Design in Prague in Support of Specific  
University Research, valid from  
29/10/2019.***

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### **I. Introductory Provisions**

1. Specific University Research, pursuant to section 3 (2) c) of Act no. 130/2002 Coll., concerns the support of research, experimental development and innovation from public funds and the amendment of some related laws (Act on the support of research, experimental development and innovation), as amended, research conducted by students while completing an accredited doctoral or masters study program and which is directly connected with their education.

2. Support funds for Specific University Research are exclusively used for:

a) Reimbursement of eligible costs of student projects selected in the student grant competition,

b) Reimbursement of eligible costs connected with the organization of student scientific conferences, maximally to the amount of 10 % of provided support, or

c) Reimbursement of eligible costs connected with the organization of the student grant competition; this includes costs for evaluating and checking student projects and evaluating achieved results, maximally to the amount of 2.5 % of provided support.

By February 15 of the year following the calendar year, in which the support was provided, data about supported projects and information about the use of the allocated funds according to the point b) and c) will be published on the UMPRUM web site.

Funds gained by benefit of performing basic research, applied research or experimental development and spreading its results by means of teaching, publishing or technology transfer that was supported by public funds are used retroactively only for

those activities, or for spreading their results or on teaching.

3. The student grant competition is announced every year by November 30. Conditions for the appropriate year including the timeline and appropriate forms are published in the announcement on the web pages in the section Science, Research.

4. These Principles of the student grant competition of the Academy of Art, Architecture and Design in Prague in support of projects of specific academic research (hereinafter referred to as the "Principles") regulate the requirements for submission and evaluation of grant applications and the progress of the projects and their termination.

## **II. Grant Applications**

1. Applications shall be submitted by the students on prescribed filled-in forms by the deadline set by the Department of Science and Development in three paper copies (including one original) and in electronic version.

2. The leading researcher of the student project is a student in the doctoral studies program at the Academy of Arts, Architecture and Design in Prague (hereinafter as "UMPRUM"). In exceptional cases, where the applicant is a student in a masters study program at UMPRUM, the leading researcher and guarantor of the project is an academic worker of UMPRUM.

3. Other members of the research team are doctoral or masters students at UMPRUM or academics, scientists, researchers or development staff of UMPRUM.

In cases of student projects whose leading researcher is a doctoral student, his/her educational supervisor is always a member of the research team.

4. The number of students of the doctoral or masters study program in the research team is at least equal to the number of other members of the research team.

5. The research team has maximum 50 members.

6. The duration of the working period of the student project is 1 to 3 years. Eventual specification is set in the contest announcement.

7. Support for a student project for one calendar year can be a maximum of 3,000,000 CZK. The amount will be adjusted in the announcement of the contest based on the amount of available funding for the given year.

8. Requested funding may include:

a) Personal costs or expenses, including scholarships, a share of personal costs or expenses (including scholarships), connected with participation of students in a doctoral or masters study program as leading researchers and other members of the research team for solving the student project; in total personal costs or expenses (including scholarships), covered within the eligible costs is more than 75%.

b) Costs or expenses for the acquisition of tangible and intangible non-investment property (only the parts of acquiring the property corresponding to their use for the project can be included in the eligible costs); the owner of the property acquired with the grant funds is UMPRUM;

c) other operations costs or expenses (e.g. purchase of materials, office supplies, literature, travel expenses, etc.)

d) costs or expenses for services.

9. It is possible to pay the costs of a student project performed at a research establishment of a legal person other than UMPRUM only in cases that, on the basis of the given legal person with UMPRUM, pursuant to section 81 of Act no. 111/1998 Coll. on higher education and the addition of other laws (Higher Education Act), as amended by Act no. 473/2004 Coll., the student completes an accredited study program at this institution, where students who are members of the research team are studying.

10. Other members of the research team shall be the scientific, artistic, research or development staff of the legal entity concerned, subject to the conditions set out in points 4 and 8.

11. The application must include the statement of the supervisor of the dissertation / statement of the academic worker involved in the completion of the project.

12. It is possible to combine funding of the internal grant of UMPRUM and funding gained for this project from other sources.

### **III. Evaluation of the Grant Application**

1. The student grant competition to support student research projects is assessed in two stages.

2. Applications for the grant project with incomplete information or substantively noncompliant submissions, or those submitted after the set deadline shall not be included in the evaluation.

3. Accepted applications are evaluated in the 1st round by two judges, of which one is external.

Judges evaluate the submitted projects according to:

- a) artistic and scientific value of the project,
- b) the appropriateness of the financial requests,
- c) the method of realization of the project (the timeliness of the proposed solution, description of the method of realization, timeline, and experience of the applicant),
- d) a statement of the supervisor of the dissertation work/ statement of the academic worker involved in the project solution,
- e) expected results of the project.

On the basis of the evaluation of judges, a proposal for the order of project applications for awarding funds will be established.

4. The Grant Commission of UMPRUM (published on the UMPRUM web pages in the section of Science, Research), in the 2nd round of project evaluation, discusses the submitted proposals for grant allocation, and determines the amount of funds allocated for individual grants, and makes final decisions on them on the basis of a final vote; in the event of equal votes, the Chair of the Commission shall decide.

The UMPRUM Grant Commission may, if necessary, suggest changes to the requested funds in a way that the financial support allocated does not fulfill 100% of the requested funds.

5. The list of supported projects for a given calendar year shall be published by February 28 latest on the web pages of UMPRUM.

#### **IV. Course of Implementation and Termination of the Grant Projects**

1. The management of the allocated funds is governed by the Decision on Granting Non-Investment Grant Subsidies – the SGS grant, including its budget rules, and is signed by the school and its leading researcher. If there are significant changes in the solution of the grant project associated with the person of the researcher, financial changes, or changes to the timeline that may have an influence on the implementation or the results of the project, such changes are negotiated and approved by the Grant Commission of UMPRUM.

All changes will be justified by the researcher in a progress/final report.

2. The Grant Commission decides whether the grant project objective has been achieved and whether the use of the allocated funds is in line with the submitted proposal on the basis of the assessment of the submitted progress/final report.

3. Progress reports and final reports shall be submitted on the proscribed forms of the Department of Science and Development only in written form and additionally in electronic form.

4. Progress reports shall contain information about the to-date procedure of implementation of the grant project, about the achieved results and about the use of grant funds for the whole year, as well as the solution and the research program for the following period of the project.

This shall be submitted latest by July 15 of the calendar year for which the progress report is processed.

5. The final report contains not only information about the results of the research grant project, and the financial results related with the project during its research, but also the overall summary including an accounting of all achieved results.

The deadline for submitting reports is December 15 of the calendar year in which the deadline for the project terminates.

6. By March 31 of the year following the calendar year, the Grant Commission will evaluate and publish the achieved

results obtained by the provided grant with the granted fund on the UMPRUM web site, in the manner specified by the ministry.

## **V. Final Provisions**

1. For all outputs of the grant project, it is always necessary to explicitly state in written form that they were achieved on the basis of financial support from UMPRUM within the contest for support of specific academic research projects accompanied by the logo of UMPRUM and MŠMT (Ministry of Education, Youth and Sports).

2. The leading researcher is obliged to submit data about the results of the implementation of their grant project by the set deadline to the Department of Science and Development which were specified for the information system of research and development (RIV) or into the Register of Artistic Results (RUV).

3. These Principles are in effect as of the day 29/10/2019

In Prague on day: 29/10/2019

prof. PhDr. PaedDr. Jindřich Vybíral, CSc.  
rector