

TUL Rector's Directive

No. 1/2019

Name:	Principles of Grant Programs of the Technical University of Liberec			
	Name:	Position:	Date:	Signature:
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1. General provisions and terminology definitions

- 1.1. This Directive lays down the principles, criteria and method of using a part of the institutional support for long-term conceptual development of the research organization for grant programs of the Technical University of Liberec (hereinafter referred to as GP TUL).
- 1.2. The objective of GP TUL is to enhance the quality of scientific work at TUL, especially in the area of basic research, to increase the prestige of scientific teams at international level, to increase the success in the submission of national and international prestigious grants and to provide short-term funding for the creation of results with high added value.
- 1.3. Support for basic research within GP TUL is implemented through defined all-university grant competitions for scientific teams and individuals at TUL producing results that will stand up to international comparison. The main selection criterion in all types of support is the

research excellence of the applicant, the quality of the submitted proposal corresponding to the international comparison and the high added value of the presentation of the results of basic research.

- 1.4. The financial resources of GP TUL are divided into several grant programs each year, which reflect the strategic objectives and current needs of the TUL, and the financial support of ongoing projects.
- 1.5. Projects that are funded from other sources or are simultaneously submitted to another provider cannot be supported by the program.
- 1.6. GP TUL are organized by the TUL Rectorate. The Department of Science and Research is responsible for the administration of GP TUL.
- 1.7. The Rector is responsible for fulfilling the objectives of GP TUL.
- 1.8. **The grant program** is a summary of subject-matter, time and financial conditions for providing financial support for projects in research and development. The grant program sets out a common strategic objective, the method of selecting projects, criteria for evaluating grant support applications, rules for investigating the projects, expected results and their evaluation. The grant program is also determined by the time period and the total allocation of funds.
- 1.9. **Grant support** is the financial means provided by the grant program to cover the recognized project costs.
- 1.10. **Grant support application** is a comprehensive set of documents that contain a proposal of subject-matter, time and financial conditions for activities needed to achieve the objectives of the grant project formulated by the applicant and which are necessary to assess its professional contribution, level and feasibility. The grant support application also includes additional data required by the specific grant program call.
- 1.11. **The applicant** for grant support is a natural person who is responsible for the professional level of the project proposal. He/she must be in an employment relationship with the TUL. Each grant support application must include the person applying for it.
- 1.12. The applicant stated in the Grant support application shall become the **project** investigator upon issue of the decision on providing the grant support.
- 1.13. **The grant application call** (hereinafter **Call**) is a formalized procedure for submitting and evaluating grant support applications and selecting projects to be financed from grant support. The call is specified by the beginning and the end of the period of acceptance of grant applications, the length of the evaluation period and the date of publication of projects to be funded.
- 1.14. **Basic research** is theoretical or experimental work carried out in particular to acquire new knowledge of the underlying principles of phenomena or observable facts that are not primarily focused on application or use in practice. Basic research can be divided into: **pure basic research**, or **scholarly research** that is conducted to develop knowledge, without

seeking economic or social benefits (nor long-term), and without seeking to apply results to addressing practical state of affairs, even without trying to transfer results to those responsible for the use of scientific knowledge, **Oriented basic research** that is carried out with the expectation to create a broad knowledge base that is likely to become the basis for addressing already identified or anticipated (current or future) problems or emerging applications.

- 1.15. **Applied research** is an experimental and theoretical work to acquire new knowledge that is clearly focused on specific, distinct predetermined goals to be applied in practice. Applied research can be divided into: **general applied research**, which is a continuous study to gain new knowledge that has not yet reached a stage with a clear specification of objectives for its applications; **Specific applied research**, which is also a continuous research to acquire new knowledge, but directed towards a specific practical goal with clear application of results.
- 1.16. **Experimental development** is a systematic work based on the knowledge gained from research and practical experience and producing additional knowledge that is focused on creating new products or processes or improving existing products or processes.

2. Financial support

- 2.1. GP TUL are financed from a part of the institutional support for long-term conceptual development of the research organization.
- 2.2. The allocation of funds to individual TUL GPs for the relevant calendar year is determined by the Rector on the proposal of the TUL Grant Program Advisory Board (hereinafter GPAB TUL).
- 2.3. The main criterion for allocating funds to GP TUL projects is the quality of submitted new project proposals, or the quality of outputs and results of ongoing projects.
- 2.4. In the event of unforeseen development of TUL funding, the Rector of TUL has the right not to open calls for applications for grant support in the given year; or to limit or stop the financing of ongoing projects.
- 2.5. The Rector decides on the allocation of grant funds upon the proposal of GPAB TUL.

3. Grant Program Advisory Board TUL

- 3.1. The Grant Program Advisory Board is established, which is the Rector's advisory body. GPAB monitors, evaluates and manages the fulfilment of GPAB TUL objectives.
- 3.2. GPAB TUL members are: Vice-Rector responsible for Science and Research, Bursar, and one representative of each faculty and university institute, who are nominated by faculty deans and directors of TUL university institutes.
- 3.3. GPAB TUL is chaired by the Vice-Rector responsible for Science and Research.

- 3.4. GPAB TUL carries out evaluation and selection of projects for financial support in accordance with defined priorities and rules of individual calls and GP TUL, and it may also propose adjustments to budgets of submitted grant support applications.
- 3.5. At the request of the TUL GPAB's chairman or a member of the GPAB TUL, other expert evaluators may be invited to the evaluation process of some GP TUL.
- 3.6. The TUL GPAB's chairman prepares the final ranking of supported projects according to the GPAB TUL proposal, ensures the administration of final project evaluations and proposes them for approval to the Rector.
- 3.7. It is possible to finance the remuneration for external evaluation of project proposals and possibly other necessary evaluations during project investigation from the funds allocated to the given TUL GP.
- 3.8. GPAB TUL oversees the efficient use of GP TUL funds.
- 3.9. GPAB TUL accepts its decisions by public acclamation. In the event of a tie, the vote of the Chair of the GPAB shall decide. Minutes are taken from the GPAB TUL meetings.
- 3.10. An external consultant without voting rights may be invited to any specific meeting at the request of any member of the GPAB TUL.
- 3.11. Administrative support of GPAB TUL is performed by the Department of Science and Research TUL.

4. Grant programs

- 4.1. The TUL Grant Programs are announced and terminated by the Rector.
- 4.2. The grant program announcement shall include:
 - 1) Basic characteristics and the objective of the grant program,
 - 2) Time period of providing the grant funds,
 - 3) Total allocated funds,
 - 4) Method of announcing calls for a grant program,
 - 5) Definition of grant support beneficiaries,
 - 6) Financial and time limits for grant support applications,
 - 7) Elements of the grant application,
 - 8) Criteria for evaluating grant applications,
 - 9) Eligible costs and rules for the management of grant funds,
 - 10) Method of continuous and final control and evaluation of projects,

11) Additional conditions.

5. Grant Program Calls

5.1. GP TUL calls are announced by the Rector by publishing them at <https://www.tul.cz/gp>.

5.2. For each call there is set:

- 1) The start and end dates of the grant application deadline,
- 2) Deadline for evaluating and issuing decisions on the applications submitted,
- 3) Deadline for making the projects selected for funding from TUL GP public.

6. Transitional and final provisions

- 6.1. The Vice-Rector for Science, Research and Foreign Affairs monitors and evaluates compliance with this Directive.
- 6.2. The Vice-Rector for Science, Research and Foreign Affairs and the Legal Department are responsible for interpreting the provisions of this Directive.
- 6.3. This Directive shall become valid on the date of its signature and effective on the date of its publication.