

RULES OF THE COMPETITION

for financing from specified-user subsidies of the research projects conducted by the doctoral students of the Institute of Philosophy and Sociology of the Polish Academy of Sciences (PAN)

SUBMITTING AN APPLICATION

§ 1

1. The competition for the research grants is open to the doctoral students of the Graduate School of Social Research at the Institute of Philosophy and Sociology at the Polish Academy of Sciences.
2. The applicant can file only one grant application per competition. Research subjects financed from the specified-user subsidiary for statutory research cannot be funded from other sources.
3. The grant competition is announced by the GSSR Director once in a calendar year.
4. Competition applications are filed at the GSSR office by the deadline specified in the competition announcement.
5. Applications are filed on a form found in Annexe no.1 and has to include:
 - a) the actual level of knowledge within the proposed research field, including a bibliography,
 - b) a clearly indicated, transparently formulated research hypothesis/research question,
 - c) a research goal, specific methodology and detailed budget for each year of the project's realization,
 - d) a research timeline for the entirety of the funding period, with year by year breakdown (research tasks), including their general cost,
 - e) specification of particular items in the budget, linking costs to the research timeline,
 - f) assumed results and effects of the research.

RULES OF ASSESSMENT OF THE APPLICATIONS

§ 2

1. Applications are assessed by the Competition Commission assigning two independent reviewers, free of conflicts of interests, and creating a ranking for the research projects.
2. Reviewers assess components of the research projects by assigning them the following point values:
 - a) scientific value (or innovation index) of the research – 0-4 pts.
 - b) proper methodology – 0-2 pts.
 - c) justification of the planned costs – 0-1 pts.
 - d) Likelihood of finishing the project – 0-3 pts.

Final grade (sum of the points from components (a) to (d))

Scale of the final grade:

| | |
|----------------------------|-----------|
| exceptional project | 9-10 pts. |
| very good project | 7-8 pts. |
| good project | 5-6pts. |
| weak project | 3-4 pts. |
| unacceptable project | 0-2 pts. |
3. Research projects are financed according to the ranking and available resources.
4. The description of the project should be composed in a way that allows the reviewer to perform a thorough review:
 - originality, ingenuity and correct formulation of the problem and research goals (0-4 pts.)

- scientific achievements of the head of the research project (last 4 years) and results of other projects (0-2 pts.)
 - timeline of the research (0-2 pts.)
 - how “international” is the project (for example, employing world scientific resources in a given research area, using foreign bibliographies, research collaboration with foreign research facilities, participation in international conferences) (0-2 pts.)
5. Maximum number of points per project is 10.
 6. Projects that accumulate the highest amount of points on the ranking list will be financed. The threshold for funding is 7 pts.
 7. Funding commences after the announcement by the GSSR Director that a project is qualified for realization. When a sum lower than that requested by the head of the research is granted, the funding will commence after an updated budget has been presented, this within two weeks from the funding announcement.

RULES FOR ASSESSING THE RESEARCH REPORTS

§ 3

1. The head of the research is obliged to file reports (annual and final) that will allow for an assessment of the effectiveness of the implementation, as well as its financial and scientific merits.
2. Annual reports are filed by the 31st of January and the final report is filed within 30 days of completing the project. A sample report can be found in appendix no. 2
3. Grounds for a positive assessment are:
 - a) filing of the report completed according to the guidelines in place,
 - b) completion of all the tasks according to the timeline and budget of the project,
 - c) presentation of a list of publications with academic merit,
 - d) presentation of results of the research at a conference/seminar,
 - e) earning new academic titles (promotion projects).
4. The final report may include a doctoral dissertation, publications or conference presentations being the results of the research project.
5. The grading system is based on the current grading system of the ministry responsible for education and sciences.
6. In case of inability to present complete results of the funded research, for valid reasons, the Director – on the proposal of the commission receiving the research – can extend the time for the realization of the project for a year without any additional funding. In such cases, the head of the research is obliged to account for the funding received according to the deadline given in Article 2. S/he files the substantive account in the following year.
7. Lack of accounting for the project results in an obligation on the part of the head of the project to return all the funding granted and bars him/her from applying for any internal grant for the next 4 years.

FINANCIAL RULES

§ 4

1. The following items can be financed from the grant:
 - 1) expenses from the supplemental payroll fund (contractors, etc.) for persons not employed by the Institute of the Philosophy and Sociology of PAN (doctoral students and collaborators working on the project under the grant), for work that cannot be performed by the grant recipient but are necessary for the realization of the planned tasks,
 - 2) external services, or services that are paid for on the basis of an invoice,

- 3) other expenses involved in conducting research under the grant (including the costs of conference participation, material purchases, equipment, software, and necessary literature).
2. Percentage usage of the research budget by particular cost groups is not limited.
3. The head of the research is in charge of the funding granted after acceptance by the GSSR Director.
4. Heads of particular task groups are responsible for the proper accounting for those tasks.
5. Indirect costs of the research activities are set to 20% of the direct costs of the project.
6. Funds dedicated for the realization of the research that are not spent in the year to which they have been allocated have to be spent in the following year.

FINAL PROVISIONS

§ 5

1. The Rules of the Competition enter into force on the day of its signing.
2. Integral parts of the Rules of the Competition are:
 - 1) application form for the funding of the research for the development of young scientists and doctoral students (annexe no. 1)
 - 2) Form the final report on the use of funding for the research for the development of young scientists and doctoral students (annexe no. 2).