



**PRACTICAL INFORMATION FOR
APPLICANTS AND RESEARCH
ORGANIZATIONS**

JUNIOR STAR – 2025

JUNIOR STAR PROJECTS

- ❑ The tender is highly competitive;
- ❑ The projects create an opportunity for excellent early career researchers to build an independent group with several collaborators and modern equipment that will energize the current structure of basic research in the Czech Republic;
- ❑ The duration of the project is 5 years, with an expected start date of 1 January 2025 and end date of 31 December 2029;
- ❑ The maximum amount of the subsidy for the entire duration of the project is 25 million CZK;
- ❑ The aim of the project and methods are chosen by the Applicant;
- ❑ The projects are carried out at 1 institution;
- ❑ The project proposals are evaluated by international discipline committees;
- ❑ If the specifics of the project require it, expert collaborators, postdoctoral fellows, students or technical staff may participate;
- ❑ The workload of the Principal Investigator and his/her collaborators is at least 0.50;
- ❑ The Research Organization cannot be a natural person.

APPLICANT OF THE JUNIOR STAR PROJECT

- ❑ The Applicant must meet the condition that no more than 8 years have elapsed since the award of his/her academic degree of Ph.D. (or equivalent) on 30 September of the year of the tender, i.e. the academic degree of Ph.D. was awarded after 30 September 2016;
- ❑ This cut-off date is moved back for individuals with dependent minors by the amount of time spent on a maternity (or parental) leave; for individuals who have undergone a long-term disease, by the amount of time of incapacity for work; by the time of occupational obstacles defined by law (such as long-term care for a close person);
- ❑ It is possible to submit a project proposal even before the defence date, but the Applicant must have duly completed his/her doctoral studies by 30 September 2024 (the proof is sent to the GA CR by 10 October 2024 at the latest). In such a case, the project proposal shall be accompanied by an affidavit.
- ❑ The Applicant must already have substantial international experience:
 - a Ph.D. completed abroad;
 - or a long-term research mission at an institution abroad within the Ph.D. programme or after;
 - or multiple short-term research missions at an international institution (or institutions);
 - or cooperation with authors abroad which has culminated in joint publications.
- ❑ The Applicant must be an author of publications in prestigious international journals or needs to have attained a comparable achievement proving his or her excellence.

METHOD OF SUBMISSION OF THE PROJECT PROPOSAL and the GRIS app

- ❑ The Project Proposal forms are available exclusively on the GACR website in the GRIS app (<https://cas.gris.cz>);
- ❑ After being finalized in the app, the file shall be affixed with a digital seal, and thus may no longer be altered in any way;
- ❑ The file must be sent to the data mailbox “**ntq92qs**”, it must be identified with the text “Project Proposal” in the “Subject” field;
- ❑ The Project Proposals can also be sent to the data mailbox in bulk.

- ❑ We recommend using only **1 user account** in the GRIS app so that you do not lose track of all your submitted proposals, their evaluation, or ongoing or completed projects.
- ❑ The result of the evaluation of the Project Proposal by the panel can be found in the project detail (**Evaluation Protocol**) after the Tender, the individual assessments in the "**Project Evaluation Results**" tab.

VIDEO TUTORIALS FOR THE GRIS APP*

□ Updated video tutorials will be added as soon as possible.

- * Video tutorials will be created for standard projects, other types of projects are based on them.
- Video tutorials will be provided with English subtitles.

A THOROUGH CHECK OF THE PROJECT PROPOSAL - CHECKLIST

- ❑ Before submitting the project proposal, we recommend a thorough check – on the website <https://gacr.cz/faq/> there are checklists prepared for all announced tenders and calls, which will facilitate the work.

DEFINITION OF TERMS

- ❑ **RESEARCH ORGANIZATION** means a legal entity based in the Czech Republic, an “organizational unit of the State” (governmental agency), or self-governing territorial unit, or an agency of the Ministry of Defence or Ministry of the Interior, which is engaged in research and experimental development, and which is applying for the provision of Targeted Aid by submitting a Project Proposal.
- ❑ The participation of Organizations based outside of the Czech Republic is governed by the provisions of Section (18) (11) of Act No. 130/2002.
- ❑ **BENEFICIARY** shall mean an Organization in whose favour a decision has been made to provide grant funds to carry out a grant project;
- ❑ **APPLICANT** shall mean the natural person responsible to the Organization for the professional quality of the Project Proposal,
 - Applicant must be employed, or in a similar relationship (but not in a labour-law relationship based on an agreement on work performed outside of employment, i. e. „employment-like agreements“ with the Organization, or such relationship must be established on or before the start of the Grant Project.
 - The JUNIOR STAR project cannot have co-applicants.
- ❑ Once the Agreement is executed or a Decision on Grant Funding is issued, the Applicant shall become the **Principal Investigator** (Investigator) of the Grant Project.

CONCURRENCE OF PROPOSALS IN THE CALENDAR YEAR 2024

- ❑ **A single individual** may submit no more than two Project Proposals within all the public tenders and calls administered by GACR in a given calendar year for Projects launched in 2025 (subject to the exception provided below) and may be in the role of Applicant in one of the Proposals, and Co-applicant in the other. If both such Project Proposals submitted by a single individual are selected for funding, he or she may proceed to carry out both Projects, unless any other circumstance resulting out of the pertinent Tender Document or applicable rules prohibits such involvement in two Projects;
- ❑ **Four exceptions** to the foregoing are the tenders for JUNIOR STAR projects and the POSTDOC INDIVIDUAL FELLOWSHIP (both INCOMING and OUTGOING) and EXPRO, in which an Applicant may submit Project Proposals notwithstanding any other tenders or calls. This means that an individual who submits a Project Proposal for a JUNIOR STAR (as the Applicant) or POSTDOC INDIVIDUAL FELLOWSHIP (as the Applicant) or EXPRO (as either the Applicant or the Co-applicant) may submit a maximum of two more Project Proposals, one in which such individual is the Applicant, and the other in which he or she is the Co-applicant;
- ❑ A single individual may be nominated as the Applicant in one of the Project Proposals only, either in JUNIOR STAR, or in POSTDOC INDIVIDUAL FELLOWSHIP, or in EXPRO.

CONCURRENCE OF PROPOSALS 2024 – withdrawal from the tender

- If the Research Organization, before submitting another project proposal, which would cause concurrence of Project Proposals,
 - withdraw from the tender in accordance with Article 3 para 4 of the relevant Tender Document or
 - withdraw from the evaluation according to the relevant provision of the rules for international grant projects evaluated on the principle of Lead Agency (LA grants),

the Project Proposal from which the organization withdrew will be treated as if it had never been submitted. Such a Project Proposal will then not count towards the limit of submitted Project Proposals in a given year.

CONCURRENCE OF PROJECT PROPOSALS 2024 – success in multiple tenders

- ❑ If an Applicant for JUNIOR STAR wins multiple tenders, he or she may carry out this JUNIOR STAR project only, or a maximum of two other projects at a time (one as the Investigator and the other as the Co-investigator).
- ❑ If an Applicant for POSTDOC INDIVIDUAL FELLOWSHIP wins multiple tenders, he or she may only carry out this POSTDOC INDIVIDUAL FELLOWSHIP project only, or a maximum of two other projects at a time (one as the Investigator and the other as the Co-investigator).
- ❑ If an Applicant or Co-applicant for EXPRO project wins multiple tenders, he or she may carry out this EXPRO project only, or a maximum of two other projects at a time (one as the Investigator and the other as the Co-investigator).

IMPORTANT DATES AND DOCUMENTS

- ❑ **8 February 2024** – publishing of Tender Notice in Business Journal (Obchodní věstník);
- ❑ **9 February 2024 – 3 April 2024** – tender period
- ❑ **4 April 2024 – 31 October 2024** – evaluation period
- ❑ **10 October 2024** – deadline for proof of Ph.D. degree (if not provided at the time of submission of the project proposal)
- ❑ **31 October 2024** – expected date of announcement of results

- ❑ Tender documents are published on the website at <https://gacr.cz/zadavaci-dokumentace/> and <https://gacr.cz/en/extracts-from-tender-documents/>;
- ❑ In case of any omission, inconsistency, or discrepancy between the translation and the original Czech text, including Annexes, exhibits, headings and footnotes, the Czech original text shall always prevail.

EVALUATION DISCIPLINE COMMITTEES – SPECIALIZATION

Discipline Committees

- ❑ EX1 – Mathematics, Physics 1
- ❑ EX2 – Physics 2
- ❑ EX3 – Chemistry
- ❑ EX4 – Human biology and medical sciences
- ❑ EX5 – Biological and environment sciences
- ❑ EX6 – Social sciences
- ❑ EX7 – Humanities
- ❑ EX8 – Technical Sciences,informatics

You can find a list of evaluation discipline committees and their specializations on the GACR website <https://gacr.cz/en/discipline-committees/>.

ELIGIBILITY REQUIREMENTS

- Professional qualifications shall be demonstrated in the section explaining the justification of the Project Proposal;
- A licence to carry out the activities pursuant to the provisions of Section(18)(2)(b) of the Act No. 130/2002 (not to be submitted by the organizations which are a public institution of higher education, as defined in Annex 1 to Act No. 111/1998, nor a public research institution);
- Information about the beneficial owner of the legal entity pursuant to the law regulating the registration of beneficial owners;
- The standard affidavit forms (documents) as stipulated by Act No. 130/2002 and Act No. 218/2000, (available on the GACR website at <https://gacr.cz/formulare-cestnych-prohlaseni/>);
- Any other required license pursuant to a separate law or regulation shall be submitted if so required by the Project.

See Article 2.2 of the tender document.

DEMONSTRATION OF ELIGIBILITY – DELIVERY

- 1x per organization;
- Delivery during the tender period, i.e. **9 February 2024 –3 April 2024**;
- The forms are available on GACR website at <https://gacr.cz/formulare-cestnych-prohlaseni/>;
- One form is valid for all tenders and calls announced in the given year;

- The documents shall be delivered in one of the following ways:
 - into the GACR data mailbox „a8uadk4“ (in digital format, signed with a recognized digital signature pursuant to a separate law or regulation; it must be identified with the text “Eligibility” in the “Subject” field);
 - physically by mail or in person to the GACR registry (in an envelope marked „Eligibility“ at the address GA ČR Evropská 2589/33b, 160 00 Praha 6, (office hours of the registry Mo, Wed 9–16).

PROJECT PROPOSAL

- All periods are extended by periods of career breaks** (in particular due to maternity and parental leave, long-term illness or other serious obstacles to work, e.g. long-term care for a family member/close relative);
- The entire project proposal is completed in English.**
- Reasons for disqualifying a project proposal from the public tender** – checklists on the GACR website.

PROJECT PROPOSAL – PART A, B

Basic Identification Data shall be filled in according to the requirements in the GRIS app.

Abstract and Scientific Aim:

- Abstracts (in Czech and English; each version max. 1,100 characters incl. spaces);
- Scientific intent – aims of the Project (in Czech and English; each version max. 300 characters incl. spaces);
- If appropriate, priority areas (or sub-areas) of the National Priorities of Oriented Research, Experimental Development, and Innovations.

Link to the Organization's gender equality plan (if not yet adopted, to be submitted at the latest before the conclusion of the Grant Agreement).

Funding:

- All funding shall be rounded up to the nearest thousand (CZK);
- The maximum subsidy for the entire duration of the Project is CZK 25 million, it is necessary to justify the need for the required funding in the Proposal;

Justification for financial items:

- Information shall be provided for the entire duration of the Project (in English).

PROJECT PROPOSAL – PART C1

Justification of the project proposal:

- Is to be written in English;
- Maximum size of 15 pages of A4 format using 11 point font and single spacing;
- A file created outside the GRIS app in PDF format with maximum size of 6 MB;
- Part C1 is to be uploaded into the Project Proposal in the GRIS app.

Failure to provide part C1 (completely in English, to the maximum extent specified) is a reason to exclude the proposal from the public tender.

PART C1 – STRUCTURE AND CONTENT

- A summary of the current state of knowledge of the subject matter in the given scientific field;
- A statement of the substance and timeliness of the Grant Project, its aims, methods including conceptual and methodical procedures, a detailed schedule, and Project phases (project phases and the accomplishment of each aim must be associated with the expected results); where relevant to the Project and the course thereof, a description of the implications for addressing possible biological differences (gender) or differences in the experience and needs of women and men (gender), and/or their interaction; information shall also be included as to whether the results of the research will be as beneficial, functional and safe as possible for both men and women;
- Identification of the risks to the achievement of the project results, including the intensity of such risks, their probability, and ways to minimize the risks;
- Description of the substance and extent of international collaboration, existing and planned, within the project, if such collaboration is being planned within the Project;
- Information on the readiness of the Applicant and the Organization, and on the equipment to be used for the Project on-site, and about the opportunities for collaboration; additionally, information about the enforcement of the principles of responsible research and innovations (RRI), if any, including the strategic tools of human potential development and the improvements of the Organization's working conditions (e.g. the assurance of high ethical standards of research, development of gender equity plans and/or measures to improve gender equity within HR Awards, etc.);

PART C1 – STRUCTURE AND CONTENT

- A description of the team and a detailed concept of its creation during the project; justification of / reasoning behind the participation of Professional Collaborators, and Other Professional Collaborators, Other Collaborators, the definition of their roles in dealing with the subject matter, including the expected aggregate workload of the individual workers;
- A brief description of the research data to be generated, used, and stored in the course of the Project, and how these data will be handled; in particular, information on the availability and dissemination of the research results and research data, in accordance with the principle that research results and research data are not made public only where justified (an update shall be provided with each Interim Report and Final Report); the Beneficiary undertakes to submit a Data Management Plan (DMP) no later than the date of delivery of the first interim report and to update the DMP regularly if necessary;
- A brief description of the potential benefits of the project and possible future application potential;
- A brief plan of how the project results will be communicated to their potential users and the public; in the communication of the project results, the Beneficiary shall mention the Czech Science Foundation as the Provider of grant funding for the Project;
- References/citations of the literature and publications used.

See the Article 3.2 para 9 of the Tender Document (<https://gacr.cz/en/extracts-from-tender-documents/>).

PROJECT PROPOSAL – PART C2

☐ Expected project results (in English):

- Description in words of the result types with an emphasis on quality (not quantity);
- Articles which may be recognized as outputs of the project shall only be:
 - articles in leading international journals;
 - articles in other journals ranked among the top 10% in a given field;
 - articles published during the reference period and selected among ISI Highly Cited;
 - other publications with an IF;
 - monographs or chapters in monographs published by leading publishing houses;
 - articles in proceedings from major international conferences.

See Annex 7 to the Tender Document for a description of the types of results.

PROJECT PROPOSAL – PART D1

CV of the Applicant:

- is to be completed in English;
- a file created outside the GRIS app in PDF format with maximum size of 1 MB;
- maximum size 2 pages of format A4 using 11 point font and single spacing.

Content:

- a brief structured professional CV, explaining where and how he/she obtained his/her international experience,
- a list of activities over the last 3 years in the field which is to be the subject matter of the Grant Project;
- if necessary, this information can be included for the Professional Collaborators as per Section 3.1. (6) as well;
- the Applicant may describe and explain any career gaps and/or drops in research productivity.

Failure to submit Part D1 (completely in English, to the maximum extent specified) shall constitute grounds for disqualification from the public tender.

PROJECT PROPOSAL – PART D2

Bibliography of the Applicant (in English):

- Summary of scientific activity throughout the Applicant's scientific career with an emphasis on his or her contribution to the current state of knowledge in the field (track record); specific scientific findings or answers to important questions in the field shall be provided (see Article 3.2 para 14);
- Complete bibliographic information describing 5 significant results;
 - short summary of the contribution to the achievement of these results; for each result the number of citations excluding self-citations counted by Web of Science or SCOPUS;
 - in format of Czech Standard "ČSN ISO 690" (or compliant with other citation practices in the given field);
- The total number of citations, including self-citations, for all the Applicant's works according to Web of Science or Scopus;
- H-index (not required for professionals working in the fields of social sciences and humanities);
- Other information according to the GRIS app form (major awards, invited lectures at established International conferences, membership in evaluation panels, educational and training activities, etc.).

For the details see Article 3.2 para 13 of the Tender Document (<https://gacr.cz/en/extracts-from-tender-documents/>).

PROJECT PROPOSAL – PART E

- ❑ **Information on other projects of the Applicant** (projects being carried out, other project proposals, completed projects) – in English:
 - all GACR projects which the Applicant is taking part in at the time the Project Proposal is submitted, and in what role (Investigator, Co-investigator, Professional Collaborator); furthermore, similar information shall be provided on applications for Targeted Aid (Grant Funding) for projects in which the Applicant is going to take part, and in what role;
 - All GACR projects in which the Applicant has taken part over the past 5 years, and in what role;
 - All projects on a similar subject carried out pursuant to Act No. 130/2002 with Targeted Aid provided from providers other than GACR in which the Applicant is participating at the time the Project Proposal is submitted, or in which he or she has participated in the last 5 years and in what role. Similar information shall be provided on applications for targeted aid for projects in which the Applicant is involved.

Failure to meet these obligations or a provision of incomplete information shall constitute grounds to disqualify the Project Proposal from this Public Tender.

ELIGIBLE COST ITEMS – PERSONNEL COSTS

☐ Personnel Costs:

- In accordance with the Beneficiary's internal policies;
- Zero workload (FTE) is not permitted;
- The minimum annual workload (FTE) on the project is set at 0.5 for the Applicant, the Professional Collaborators, Other Professional Collaborators;
 - this requirement does not apply to technical and administrative staff or students enrolled in bachelor's or master's programmes;
- For the Applicant (Investigator), the Organization undertakes to ensure that the time spent at the Organization's (subsequently the Beneficiary's) workplace carrying out the Project corresponds to the amount of the Investigator's workload;
- The Applicant/Investigator must be employed in the Czech Republic and, subsequently as Investigator, carry out the Grant Project in the Czech Republic.
- The sum of all workloads allocated for all projects supported by GACR may not exceed 1.00 for any employee;
- Funds for payment of amounts due from agreements on work performed outside of employment executed solely for the Grant Project may not exceed 7% of the total personnel cost.

ELIGIBLE COST ITEMS – INVESTMENT COST

☐ Investment Costs:

- May include tangible fixed assets necessary to carry out the Grant Project which are purchased and used in direct connection with the Grant Project;
- Tangible fixed assets (devices, machinery, equipment... etc.): the price exceeds CZK 80,000 and the operational and technical functionality is longer than one year;
 - If tangible fixed assets are acquired (the purchase price exceeds CZK 80,000, and their “operational and technical functionality” (useful life) is longer than one year, and in the event that the useful life is longer than the period of use during the Grant Project, the maximum amount of eligible cost shall be based on the depreciation of such assets using the following formula:
 - $U(N) = (A/B) \times C \times D$
 - U(N) is the eligible cost, A the period for which the assets are to be used during the project, B is the useful life, C is the purchase price of the asset, and D is the percentage of its utilisation for the Grant Project out of the total utilisation of the asset.
- The total cost for acquiring tangible fixed assets necessary to carry out the project must not exceed **20%** of the total amount of approved costs (for the entire duration of the Project) without investment and without additional (overhead) costs.

ELIGIBLE COST ITEMS – MATERIAL COSTS

☐ Material Costs:

- Costs/proportion of the costs of materials are expenses used exclusively in direct connection with the Grant Project;
- May be proved by a separate confirmation of delivery or in another objective manner (e.g. independent measurement);
- Costs of materials, travel costs, costs of other services (incl. intangible assets) and additional (overhead) costs;
- The costs of other services may include the costs of publishing results in the form of Open Access, the costs of managing research data and creating a Data Management Plan;
 - additional (overhead) costs incurred at the time and in a direct, substantive connection to the Project, assuming such expenditure contributes to the progress and/or completion of the Project (e.g. administrative costs, costs of infrastructure, costs of childcare for the children of individuals involved in the Project, and the costs of care for other dependents);
- The maximum amount of additional (overhead) costs is **20%** of the total approved costs listed under Article 3.3.1. and 3.3.3. para 2 to 5 of the Tender Document.

For details see Article 3.3.3 of the Tender Document

ANNEXES

- Copies of the special authorizations/licences** as per separate legislation pursuant to Article 3.2. (3) (k) of the Tender Document;
- Photocopy of the certificate of the completion of a Ph.D. programme** (e.g. a photocopy of a diploma or a certificate of a successful defence);
- Copies of documents evidencing **substantial international cooperation**;
- Identification of the proposed supplier, nature of the supplier's performance, and the preliminary price** if the Project Proposal requires the acquisition of long-term assets the value of which exceeds CZK 250,000 and/or the supply/supplies from a single supplier, and the total value of purchases from the single supplier exceeds CZK 750,000 throughout the duration of the Grant Project (+ min. 2 other competing offers and justification for selection); alternatively, a framework agreement if the Applicant has entered into one for the supplies required;
- Power of attorney** granted to a third party for the submission of the Project Proposal if the Organization does not have access its own data mailbox; this power of attorney must also be delivered in another demonstrable manner showing confirmation of receipt, e.g. by mail or in person at the mailroom (Mon, Wed: 9 – 16);
- A list of the institutions outside the Czech Republic** to which it would be inappropriate to send the Project Proposal for evaluation, including an explanation of why those institutions would not be appropriate;
- a Letter of Intent** verifying the international cooperation or a commitment to perform the necessary work at an institution abroad (if the project proposal plans to).

- Attaching annexes other than stated above is a reason for excluding the project proposal from the public tender.

EVALUATION OF THE PROFESSIONAL STANDARD OF THE PROJECT PROPOSAL

- ❑ Originality, quality, overall standard of the Proposal;
- ❑ Competence and qualifications of the Applicant, and those of his/her Professional Collaborators, to carry out the Grant Project (professional skills, the Applicant's substantial international experience, scientific results achieved to date taking into account the length of his/her career;
- ❑ The Applicant's creative contributions in his/her scientific field vis-à-vis the focus of the Project Proposal;
- ❑ The Applicant's potential to lead a Project independently and/or in a team created for the Project;
- ❑ Readiness of the Organization to carry out the Grant Project with regard to their technical and institutional resources;
- ❑ The following shall also be taken into account: the adoption and enforcement of the principles of responsible research and innovation (RRI), including the strategic tools of human potential development.

EVALUATION OF THE PROFESSIONAL STANDARD OF THE PROJECT PROPOSAL

- The following criteria shall be assessed from the viewpoint of the professional focus of the panel to which the proposal has been submitted:
 - Scientific aim (aims of the Project Proposal)
 - the focus area of the Project – the potential for a breakthrough and the potential impact of the research;
 - the degree to which the research proposed addresses important challenges;
 - the ambition of the research Project, and how far the Proposal goes beyond the current status quo;
 - the extent to which the Proposed Project is “high risk/high gain”;
 - The feasibility of the scientific approach;
 - with regard to the nature of the proposed research being high risk/high gain;
 - the degree to which the Project Proposal involves new methods;
 - the approximate schedule, the resources, and the Applicant’s proposed workload;
 - the balanced representation of women and men in the team shall also be taken into account;;
 - Quality of the independent team concept where the specific characteristics of the Project so require;

EVALUATION OF THE PROFESSIONAL STANDARD OF THE PROJECT PROPOSAL

- Type of expected project outputs;
- International cooperation – expected involvement of institutions abroad in carrying out the Grant Project, mutual use of each other's equipment by the cooperating institutions, and the deployment of complementary approaches and methodologies;
- Process, outputs and ways of carrying out any previous grant projects carried out by the Organization and Applicant if they have ever carried out any such grant project using funds granted by the Provider.

EVALUATION OF THE PROPOSED COSTS

Evaluation of the proposed costs

- Appropriateness of the proposed costs and the amount of workload, in relation to the Project Proposal and its anticipated results;
- Legitimacy of individual items of the proposed costs;
- Proportion of funds requested from GACR in the total amount of proposed costs (i.e. the proportion of funding from the GACR);
- Satisfaction of the requirements for the volume and definition of eligible costs pursuant to article 3.2. para 5 to 8 and Article 3.3. of the Tender Document.

THE EVALUATION PROCESS

- 2 phases, 2 levels, a series of consecutive steps;
- Measures to eliminate conflicts of interest;
- Evaluator's Code of Ethics (<https://gacr.cz/en/legislation/>).
- A detailed description of the evaluation process can be found on the website at: <https://gacr.cz/en/evaluation-process-of-the-expro-project-proposals/> or <https://gacr.cz/proces-hodnoceni-navrhu-projektu/>

CHANGES IN THE COURSE OF THE PROJECT

In the course of the Grant Project, changes of the Project Proposal approved originally may only occur in the following cases:

- Change in the approved costs or change in the amount of the Grant Funds awarded;
 - Modification of the individual milestones which must, however, be properly explained in the Interim Subject-Matter Report;
 - Change of Beneficiary.
- A change of the scientific intent (aim), of the subject matter of the Grant Project, and a change of the Principal Investigator, are not admissible.
- Changes allowed without an amendment to the Agreement** (in the next Interim or Final Report, the Beneficiary must justify such changes):
- Redistributions between and among the items of basic structure of the grant funds;
 - Redistributions between the basic structure items up to CZK 100,000;
 - An increase in the approved costs (co-financing) by up to 10% of the amount of such costs specified in the Agreement or Decision for the year in question, while maintaining the amount of the grant funding provided, and causing the ensuing reduction in the proportion of funding by GACR;
 - A change in the team including a change in total team work capacity (workload) of up to 20 % of the total team work capacity (workload) approved in the Agreement, while maintaining the professional quality of the team and respecting the minimum workload specified in the tender documentation;
 - Change in the Investigator's workload is calculated separately.

CHANGES IN THE COURSE OF THE PROJECT – maternity and paternal leave and other situations requiring special attention

Changes requiring special attention:

- In the event of the Investigator's departure on maternity (parental) leave, the Beneficiary may request a temporary change of the Investigator;
- The Beneficiary may request an intermission in the Project always from the first day of the month for the entire calendar month, for a total of 6 to 18 calendar months due to maternity or parental leave, long-term disease, or any other serious occupational obstacles on part of the Investigator, such as long-term care for a family member or a close person;
- If the Investigator takes a maternity (paternal) leave, and in other situations requiring special attention, the Beneficiary may request a reduction in the Investigator's workload even below the minimum workload specified in the tender document;
- Due to the departure of the Investigator for maternity or parental leave, long-term disease or other serious occupational obstacles, e.g. long-term care for a family member / close person, the Beneficiary may also request an extension of the project duration, but not more than 18 months. The Beneficiary shall use the unspent funds carried over to the following period to finance the costs incurred at the time of the extension. Alternatively, it may request an increase in the total cost of the project from its own resources.

EVALUATION OF THE GRANT PROJECT PROGRESS

- ❑ It is carried out annually on the basis of interim reports and an interim subject-matter report after 2.5 years of implementation.
- ❑ Evaluation criteria:
 - the progress of the work and the achievement of the aims by international standards;
 - the personal arrangements and subject-matter expertise dedicated to the Project;
 - utilisation of the material and technical resources, equipment and instruments acquired with the use of the Grant Funds;
 - progress in building up the new team from the perspectives of the personnel, organization and technical approaches, cooperation between the Beneficiary and Applicant, and the integration of the new team into the organizational structure of the institution;
 - achievement of the individual milestones compared to the approximate timeline set out in the Project Proposal, and the estimated schedule for the material completion of the scientific intent;
 - evaluation of the management of the Grant Funds received, and/or the proposed budget for the following period .

EVALUATION OF THE GRANT PROJECT PROGRESS

- ❑ If the prerequisites for the continuation of the Grant Project are satisfied, the Provider decides to continue funding the Grant Project;
- ❑ If the prerequisites for the continuation are not satisfied, the Provider may terminate the Agreement on Grant Funding without prior notice or revoke the Decision on Grant Funding.

EVALUATION OF A COMPLETED GRANT PROJECT

- ❑ The Discipline Committee within whose scope of activities the Grant Project falls shall carry out the evaluation.
- ❑ The Project shall be graded as **“Incomplete”** independently of the expert evaluation in any of the following cases:
 - not all parts of the Interim Report, Interim Subject-Matter Report, or the Final Subject-Matter Report have been delivered;
 - the Provider has withdrawn from the Agreement on Grant Funding, has terminated the Agreement on Grant Funding, or revoked the Decision on Grant Funding;
 - the scientific intent of the Project has not been achieved;
 - the Investigator has not attained independence, e.g. has failed to create a new team, independent organizationally and scientifically, to implement its own programme;
 - the outputs published (or utilised otherwise) of the Project (publications and/or other outputs) are not excellent or even very good in terms of quantity, potential response, or application to the problems outlined by the Project, and are unlikely to have a material impact on the development of the scientific field;
 - the conditions for entering the outputs to the VaVal information system and the Information System for Research, Development, and Innovation Register of Information on Results (RIV) has not been met.

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