

Regulations for granting and accounting for financial support within the Visibility & Mobility Module for PhD students and doctoral programme participants at the Jagiellonian University as part of the Excellence Initiative strategic programme at the Jagiellonian University (ID. UJ)

§ 1 Scope of Regulations and purpose of the competition

1. These Regulations lay down the rules for granting and accounting for financial support within the Visibility & Mobility Module to PhD students and participants in doctoral programmes carrying out research or development work within the Jagiellonian University Medical College, hereinafter referred to as JU MC, and the Jagiellonian Center for Experimental Therapeutics, hereinafter referred to as JCET, as part of the strategic programme Excellence Initiative at the Jagiellonian University.
2. The following categories of costs are expected to be financed under the competition:
 - 1) active participation in highly reputable international conferences within the discipline of medical or pharmaceutical, or health sciences;
 - 2) research visits (from 5 to 30 days) at highly reputable research centres abroad;
 - 3) *open access* fees in highly scored scientific journals;that meet the quality categories specified in Annex 1.

§ 2 Applicants and thematic scope

1. The beneficiary of the task described in § 1 may be a person who jointly fulfils the following conditions:
 - 1) is a PhD student at the Doctoral School of Medical and Health Sciences who has not completed, respectively - in the case of an eight-semester programme - the sixth semester or - in the case of a six-semester programme - the fourth semester; or a doctoral programme participant at the JU MC Faculties who has not completed the fourth year of doctoral studies, subject to section 2;
 - 2) carries out scientific research or development work within JU MC or JCET;
 - 3) declared at least 75% of the total research achievement in the disciplines of medical or pharmaceutical, or health sciences at the date of application;

2. For doctoral programme participants who are in their fourth year of doctoral studies, it is necessary to have the status of a PhD student if the project is carried out after 30 September.
3. Funded conference participation and publications must have JU MC or JCET affiliation, and - for PhD students of the Doctoral School of Medical and Health Sciences - the Doctoral School affiliation, following the Jagiellonian University Rector's Order No 71 of 23 October 2018 on the procedure for registering JU employees and PhD students' research publications and indicating the name of the Jagiellonian University when affiliating publications https://bip.uj.edu.pl/documents/1384597/140850271/zarz_71_2018.
4. The thematic scope of publications, presentations at international conferences and research visits in highly reputable research centres abroad, which may be submitted for financial support, should be related to the thematic scope pursued within the research activity of the PhD student or doctoral programme participant. Applications presented for funding must pursue at least one of the pillars of the 4*I principle of ID. UJ.
5. A PhD student/doctoral programme participant may apply for support only once per calendar year in each of the three support categories indicated in § 1 section 2.

§ 3 Call for applications

1. The call for funding applications under the task described in § 1 will be carried out continuously until the available pool of funds allocated for its implementation is exhausted.
2. The regulations of the call for applications, the maximum amount of funding for particular tasks in § 1, section 2, points 1-3, and the budget allocated for the tasks will be published on the website of JU MC Doctoral School of Medical and Health Sciences at <https://szkoladoktorska.cm-uj.krakow.pl/pl/aktualne-projekty/id-uj/>.
3. Call for applications will take place in the strefaid.uj.edu.pl system through the "Registration Form" available at <https://strefaid.uj.edu.pl>, which template is attached as Annex 4 to the Regulations. Completing the "Registration Form" requires prior acceptance of these Regulations and the Rights and Obligations of a PhD student/doctoral programme participant, as well as reading and

acknowledging the content of the clause concerning personal data processing, which constitutes Annex 2 to the Regulations.

4. Funding applications for tasks described in § 1, section 2, points 1–3, will be assessed based on the criteria set out in Annex 1 to these Regulations, respectively, for each task.
5. Applications that meet the criteria indicated in Annex 1 to these Regulations will be evaluated and considered on a first-come, first-served basis until the pool of funds allocated to carry out the tasks described in § 1 is exhausted.
6. A competition committee shall carry out the call, evaluate the applications submitted, and select the ones to be funded.
7. The competition committee consists of two representatives of the Doctoral School of Medical and Health Sciences designated by the School Director, one representative of the Faculty of Medicine, Faculty of Pharmacy and Faculty of Health Sciences designated by the Deans, and three representatives designated by the JU PhD Student Association, one from each discipline represented in the Doctoral School of Medical and Health Sciences.
8. The competition committee shall decide whether to grant funding or not. A statement of reasons for a negative decision is required.
9. The chairman of the competition committee shall announce the decision to grant the funding on behalf of the competition committee. The list of beneficiaries will be published on the Doctoral School of Medical and Health Sciences website, under <https://szkoladoktorska.cm-uj.krakow.pl/pl/aktualne-projekty/id-uj/>, by the 15th day of the month following submission of the application.
10. Refusals and their reasons are delivered to the e-mail addresses via the University e-mail system.
11. The applicant may request in writing that the competition committee reconsider the application within 14 days of receiving the decision to refuse the funding and the reasons for that.

§ 4 Financing

1. If the funding obtained under this call for applications is used to pay costs related to the implementation of tasks covered by the Regulations, the beneficiary shall be

obliged to present a VAT invoice issued by competent authorities, i.a., the scientific conference organiser, publisher - the journal owner, according to Annex 1.

2. These invoices must be issued in accordance with the requirements applicable at the Jagiellonian University Medical College:

Purchaser: Uniwersytet Jagielloński, ul. Gołębia 24, 31-007 Kraków, NIP: 675-000-22-36.

Recipient: Jagiellonian University - Collegium Medicum, ul. Św. Anny 12, 31-008 Kraków.

§ 5 Applicants' obligations

1. Applicants for the funding are required to:
 - 1) provide accurate and factually and legally correct information in the "Registration Form";
 - 2) submit a declaration that they have not applied for funding for the indicated task within their doctoral programmes in other ID.UJ competitions or other competitions organised by external research funding institutions;
 - 3) make a declaration of knowledge and acceptance of the content of the clause on the personal data processing, as set out in Annex 2.
 - 4) submit a statement of acceptance of the Rights and Obligations of the PhD student/doctoral programme participant who has been granted support within the Visibility & Mobility Module.
2. Beneficiaries are required to:
 - 1) present the invoices referred to in § 4 immediately upon receipt to make timely payments;
 - 2) submit via electronic "Registration Form" a confirmation of giving a lecture or presentation at an international conference - refers to the support from category in §1 section 2, point 1;
 - 3) submit via electronic "Registration Form" a confirmation of research visit in a foreign research centre - refers to the support from category in §1, section 2, point 2;
 - 4) submit via electronic "Registration Form" of a pdf file containing the published work - refers to the support from category in §1, section 2, point 3;
 - 5) include in the final version of the publication, and on the presented conference poster, information on the source of funding from the financial support of the

strategic ID.UJ programme, refers to the support from category in §1 section 2, points 1 and 3;

3. Settlement is made upon delivery of the pdf file of an open access publication or materials confirming active participation in an international conference or a certificate of completed research visit and confirmation that JU MC has transferred the funds towards the fee for the tasks mentioned above.
4. The Rights and Obligations of a PhD student/doctoral programme participant who has been granted support under the Visibility & Mobility Module are set out in Annex 3 to the Regulations.
5. The condition to join the next call for applications is to settle the previously received support within the Visibility & Mobility Module.

§ 6 Finance

1. The amount of funds allocated to the tasks listed in § 1 may not exceed the amount resulting from the ID.UJ budget earmarked for a given task year. The total cost of open-access publications may not exceed 50% of the funds allocated for a given task year.
2. The maximum cost of funding for a single application may not exceed PLN 20,000 (twenty thousand) gross.
3. Eligible costs are expenses strictly related to the implementation of the task, while in the scope of the task specified in § 1 section 2 points 1 and 2, these are expenses incurred for
 - 1) transport costs (excluding local transport);
 - 2) accommodation costs;
 - 3) conference fee.
4. Funds granted to Beneficiaries are spent to ensure their rational and economical spending, in accordance with the rules of public funds management obligatory at the JU MC, and in compliance with the binding legal regulations.

§ 7 Final provisions

1. The Regulations shall enter into force on the date of 27th of April 2022.