

# Grant meeting

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# Why to apply for a grant

- **Interesting research idea** needing finance
- **Data** not available for free
- **Travel costs** to conferences
- **Data collection** itself costly (experiments etc.)
- **Scholarship**
  
- **Sharpening your research idea above all!**
  
- **Result:** quality publication in a good journal!

How to apply for a grant at ...

# **GRANT AGENCY OF THE CHARLES UNIVERSITY - GAUK**

# Preconditions

- **You must have:**
- **Interesting research** idea (Dissertation Project)
- Approval of your **supervisor**
- Be a MA / PhD **student** at Charles University  
... i.e have a student identification number

# GAUK: Administrative reqs

- Each can submit / be involved in **max 3** projects at once & submit / be a main researcher only in **1** project
- Main researcher responsible for money
- **1 to 3** year long
  - MA students transferring to PhD continue with their grant
- Application **online** at <https://is.cuni.cz/webapps/>
- **Recommendation** of supervisor
  - In the webapp – he/she will be notified
- **Language**
  - in Czech / **English** / Slovak

# GAUK: Administrative reqs

- Attach **CV of team + list of publications**
  - Students - Point out conferences, publications, participation on other GAUK projects
  - Academic workers – 10 most important publications
  - It is worth to have high quality supervisor 😊 !
- (# students)  $\geq$  (# academic workers)
  - i.e. higher or equal number of students than non-students
- Condition of successful completion – **publication** with **dedication** to the specific GAUK project at the end
  - „Publication in print“ (IES WP)
  - (Impacted journals needed only for medical sciences)

# GAUK: Proposal

- **Only the quality of proposal matters!**
- **Criteria:**
  - Scientific value
  - Proposal form & attainability of goals
  - Conception & methodology
  - Adequacy of finance requirements
- **Time you spend on writing proposal is worth for your research!**
  - Makes you structure your work
  - Makes you express main ideas clearly & in detail
  - Referees' reports provide usually **valuable feedback**
- **Please do not prepare sloppy projects -> bad P.R. for IES**



# GAUK: Structure of application

- **Research team**
- **Finance requirements**
  - Structure of financial requirements
  - Financial outlook for following years
- **Summary (Abstract)**
- **Current State of Knowledge**
  - Main part
- **Benefit** of the project to the Faculty/University
- **Facilities at the Project's Disposal** (Material support = computers etc.)
- **Project's Research objectives**
- **Methods of Research**
  - Main part
- **Presentation of Results**
- **Attachments – DO NOT FORGET !**
  - References, pictures, summaries, etc. – the whole document? 😊



# GAUK: Structure of Financial Requirements

- Reasoning why you need money – important!
  - Persuade referees
- 2 and 3 year projects: finances change y.o.y. max +10%
  - Budget should be balanced with small year-to-year changes
  - **Budget** only for **first year** in **detail**, estimates for year 2 and 3
- Max. **300.000** CZK per year
- **Structure** of finance (sub-sections):
  - **Other non-investment costs** (conference fees)
  - **Travel expenses**
  - **Indirect costs** (nepřímé náklady)
  - **Scholarships**
  - **Wages, other personal costs and insurance**

# GAUK: Finance structure

- **Other non-investment costs**
  - Small assets (hardware – hard-drive, laptop; software licenses, books, articles, data, proofreading, etc.)
  - Invoice-based
  - Not possible buy hardware over 40.000CZK or software over 60.000 CZK
  - Recommended price of NTB of PC is 20.000CZK
  - Mention in the proposal intention to buy sth. **+reason well**
  - Material bought **is** and stays property of university!
- **Travel expenses**
  - e.g. to conferences, consultation, seminars
  - active involvement of student required – **give a presentation!**
- **Indirect costs (nepřímé náklady)**
  - max 15% of the direct cost, set by FSV
  - obligatory & automatically calculated in app

# GAUK: Finance structure

- **Wages, other personal costs & insurance**
  - Your **supervisor's wage**
  - **all people** paid on contract-basis (with the university)
    - programming, data processing...
    - Team can be changed ex-post
    - Not needed if invoice-based payment (buying ready made services)
  - Wage – **gross** amount
    - includes social + medical **insurance**

# GAUK: Financial limits

## Personal costs – limits:

- Scholarship **max 160.000 CZK** p.a. **per project** in total,
- **max 80.000 CZK** scholarship **for** main researcher (per project)
- max 100.000 per person in scholarship or wages **for all projects** (s)he is involved in p.a.
- max 40.000 CZK on wages
  - **max 20.000 CZK for supervisor** on wages
- Scholarship must be at least 60% of personal costs
  - „Scholarship > wages“
  - i.e. students have to get more than non-students involved in projects
- **Go for full limits! Small projects not worth administration..**

# After submission

- If formal **mistakes**, notified from FSV to **correct** it
- Project receives „project **coordinator**“
- Coordinator will find **referees**
- Referees will write **reports**
  - Takes time
- Based on the reports, **coordinator** either **supports** your **project** for financing **or not**
  - Reports visible in web-app
- **GAUK** Council will make **final decision** (Y/N) (March)
  - Notification by **email**
  - If yes, you will sign a contract & get money (May)

# End of Project

- **Final report**
  - Fill in the web-app, describe project solution, include all results (publications, presentations, etc.)
- Main result - **Printed publication** (patent)
  - IES WP, Master's thesis, journal article
  - Author / co-author must be team-member
  - Acknowledgement to GAUK project(s)
  - Affiliation to Faculty
- **No affiliation or acknowledgement = no result!**
  - No dedication - possible, but problematic

# GAUK: Deadlines

- **Deadline for applications: November 8, 2019**
  - **Binding** – has to be "submitted" in the web-app
- Notification of approval: March 2020
- For those who have GAUK already:
  - *Last orders: By the end of November*
  - *Accounting completed: December*
  - *Project continuation: January*
  - *Final report: March*
  - Purpose is to make all paperwork in November in order to allow for double-checking in December -> do not let everything for the end of November! See the official schedule.
- **Contact for research questions - IES:** [marek.sedivy@fsv.cuni.cz](mailto:marek.sedivy@fsv.cuni.cz)
- Contact for financial type questions – IES: [lenka.sojkova@fsv.cuni.cz](mailto:lenka.sojkova@fsv.cuni.cz)
- **Contact for (administrative) questions & FSV grant coordinator:**
  - Eva Horníčková, 222112267, [hornickova@fsv.cuni.cz](mailto:hornickova@fsv.cuni.cz)
- **Cookbook** for GAUK available in PhD section:
  - What to do when you get it

# Sources of financing

- **Private sources**
  - company, foundation, bank
- **Grant agencies**
  - Grant Agency of the Charles university (GAUK)
    - We encourage you to apply for the GAUK!
  - Global Development Network (GDN)
  - CERGE-EI foundation
  - Other e.g. on [PhD funding opportunities](#)





# EXTRA FUNDING

- **Summer School Mobility Fund**

- Three times a year
- Funding for summer schools and that can't be covered from grants
- Three scholarships
- App. 15,000 CZK per each scholarship
- Call by email

- **Conference Mobility Fund**

- Three times a year
- Funding for conferences that can't be covered from other sources (especially GAUK)
- Three scholarships
- App. 15,000 CZK per each scholarship
- Call by email



# EXTRA FUNDING

- **GEMCLIME / GEOCEP**

- mobility between Charles University and top universities around the world
- funding for research stays lasting between 1-12 months (2000 EUR per month)
- <http://gemclime.cuni.cz/>

- **THE RECTOR'S MOBILITY FUND**

- the university's main instrument for the support of students studying abroad
- two calls for funding applications per year (March and October)
- it only fund future travel plans
- complementary funding to other sources such as GEMCLIME

**THANK YOU FOR YOUR ATTENTION**