

WARSAW UNIVERSITY OF TECHNOLOGY
Regulation No 79 /2021 of the WUT Rector
of 16 April 2021

on the competition for Rector's grants 2021 for Student Research Groups operating at the Warsaw University of Technology associating students and doctoral students.

Under Article 23 section 1 of the Law on Higher Education and Science of 20 July 2018 (Journal of Laws of 2021 item 478), it is resolved as follows:

§ 1

We hereby announce a competition for Rector's grants 2021 for Student Research Groups at the Warsaw University of Technology associating students and doctoral students, subsidised as part of the Rector's reserve and funded by the "Excellence Initiative – Research University" project (IDUB).

§ 2

1. An Application for Rector's grant, hereinafter referred to as „Application”, supported by the head of basic organisational unit, prepared according to the template in Appendix No 1 to this Regulation, shall be submitted to the Team for Research in an electronic version by the chairperson of a Student Research Group by 26 April 2021.

2. No more than two grants may be awarded to one Student Research Group.

3. Applications are approved and ranked by the Rector's Committee for Research Equipment.

4. The evaluation criteria for the Application include:

1) the innovativeness, good future prospects and interdisciplinarity of the subject (30%)

2) the evaluation of the methodology and the possibility to implement the subject (40%)

3) the outcome of the project (20%)

4) the justification of anticipated costs (10%)

5. The funding proposed in the competition for Rector's grant 2021 may not exceed PLN 30,000 within one project.

6. The funding awarded for the implementation of the Rector's grant may not be used for remuneration, and the cost of external services may not exceed 50% of the awarded amount.

7. It is indispensable for the Vice Rector for Research to sign the Agreement to start the grant implementation. The Agreement template constitutes Appendix No 2 to this Regulation. In the case of funding granted by IDUB, it is indispensable for the Head of Management Team for the IDUB project to sign the Agreement whose template constitutes Appendix No 3 to this Regulation.

8. The Team for Research shall prepare a list of the awarded grants and shall submit it to the Rector's Office, IDUB Office, and the Economic Department.

9. The deadline for the grant implementation is 31 December 2021.

10. A committee appointed by the head of basic organisational unit shall accept the grant outcomes. The committee shall include a representative of the Rector's Committee for Research Equipment appointed by the Vice Rector for Research.

11. The Committee shall prepare a report on the evaluation and acceptance of the

grant in two copies in compliance with the template constituting Appendix No 4 to this Regulation and based upon its own evaluation of the implementation, including:

- 1) a substantive report of the head of the project
- 2) the outcomes of the grant implementation
- 3) a statement of incurred expenses

12. The report on the evaluation and acceptance of the grant shall be submitted by 31 January 2022 to the Team for Research, which collects information on the grants implemented at the University. The second copy of the report, including the incurred expenses and the substantive report prepared by the Head of grant, shall be stored in the unit in which the grant is implemented. The list of settled grants shall be submitted by the Team for Research to the Rector's Office and the Economic Department. In the case of grants funded by IDUB, the Team for Research shall submit a copy of the Report on the Evaluation and Acceptance of the Grant to the IDUB Project Office.

§ 3

This Regulation enters into force upon signing.

RECTOR

Krzysztof Zaremba, Prof. Ph.D., D.Sc.

Warsaw/ Płock
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Rector of the Warsaw University of Technology
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**Application for Rector's grant 2021
for a Student Research Group
(circle name)**

1. Grant subject:

2. Surname and first name, title, and academic degree of the head of grant (the circle supervisor shall be the head of grant)

3. A list of implementers including the organisational unit: (note: the circle supervisor may not be an implementer)

4. A description of the subject, which shall include the following:
 - 1) a substantive justification (objectives, any prerequisites for researching the proposed subject, the description of the methodology)
 - 2) the information on the existing state of knowledge
 - 3) anticipated outcomes (What will be a measurable, documented outcome of the implemented grant?)

5. Grant timetable:

6. Has the grant been/or is it funded by any other sources?

7. Any financial expenses:

The proposed amount PLN

 - a) the cost of purchasing the materials
 - b) the cost of software
 - c) other costs of the subject implementation (please state what):

.....
Bursar's Proxy
Research

.....
Faculty Dean

.....
Head of grant

.....
Chairperson/Board Member of the
Committee

1. The opinion of the Rector's Committee for Research Equipment

2. The proposed amount of funding PLN

3. Signature of the Chairperson of the Committee or Subcommittee
.....

date.....

AGREEMENT

on the implementation of the Rector's grant titled
for a Student Research Group

.....

Signed on (date)

between:

Vice Rector for Research Professor Mariusz Malinowski, DSc

Head of grant

and

Faculty Dean

1. The Head of grant shall implement the grant in accordance with the timetable and lead to the performance of all work on the subject.
The grant timetable and cost calculations are Appendices to this Agreement.
2. An amount of PLN (PLN) is awarded for the grant implementation from the subsidy as part of the Rector's reserve.
3. The deadline for the completion of the grant implementation is **31 December 2021**.
4. The head of basic organisational unit shall give access to the unit assets indispensable for the implementation for the time of the grant implementation.
5. The head of basic organisational unit shall ensure the service of the grant implementation by the unit administration.
6. In the case of rejected grant outcomes, the awarded funding shall be returned.
7. This Agreement has been executed in four counterparts, one for each party and one for the bursar's proxy of the basic organisational unit.

Vice Rector for Research

Head of grant

Faculty Dean

AGREEMENT No
on the implementation of Rector’s grant
titled.
by a Student Research Group.....

signed on (date)

between:

..... - Head of Management Team of the project „Excellence Initiative - Research University” at the Warsaw University of Technology,
 hereinafter referred to as „Head of IDUB”

Faculty

represented by

hereinafter referred to as “Faculty”

and

..... – Head of grant

1. The Head of grant shall implement the work in accordance with the description and timetable presented in the submitted application for the Rector’s grant, which constitutes Appendix No 1 to this Agreement.

2. The Head of IDUB shall transfer the funding amounting to PLN (PLN 00/100) to the Faculty for the implementation of the grant in accordance with the cost estimate below.

No.	Anticipated costs	Value [PLN]
I.	Direct costs	
1	Materials (including software)	
2	External services	
3	Other costs	
II.	Indirect costs (15%)	
Total:		

3. The Parties hereby decide that the day of commencing the grant implementation shall be the day of signing this Agreement. The date of completion of the grant implementation shall be **31 December 2021.**

4. The Faculty shall grant access to the unit assets indispensable for the grant implementation and shall provide administrative and accounting services.

5. The funding awarded for the grant implementation shall be at the Faculty Dean's disposal in agreement with the Head of grant.
6. The Faculty shall record the project in separate accounts.
7. The acceptance of grant implementation outcomes is conducted by a committee appointed by the Faculty Dean in accordance with the competition regulations. If the grant outcomes are evaluated negatively, the Faculty shall return the awarded funding to the Head of IDUB.
8. Any funding awarded to the Faculty not used until 31.12.2021 shall return to the Head of IDUB.
9. This Agreement has been executed in three counterparts, one for each Party to this Agreement.

Head of IDUB

Faculty

.....
(stamp of IDUB project office)

.....
(stamp of unit)

.....
(stamp and signature of Head of IDUB)

.....
(stamp and signature of Faculty Dean)

.....
(stamp and signature of Bursar's Proxy)

.....
(stamp and signature of Bursar's Proxy)

.....
(signature of Head of grant)

Report on evaluation and acceptance of the Rector's grant in 2021
for Student Research Group
(circle name)

Faculty.....
Surname and first name of the head of grant (academic titles and degrees)
Surnames and first names of grant implementers.....
Grant subject:
Key words:
Tasks to be performed:

Tasks performed:

Grant summary:

Amount awarded: PLN

Amount used: PLN

.....
(signature of Bursar's Proxy)

Manner of use of the achieved outcomes and form of grant completion:

date

.....
Faculty Dean
(signature)

.....
Head of grant
(signature)

Committee evaluation:

Justification of the evaluation:

Committee members:

Signatures

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.....
.....

Committee comments:

date