



DEAN'S REGULATION  
5/2023

**Announcement, rules and timetable of the grant competition  
of the Internal Grant Agency FA MENDELU for 2024**

<b>Intended for:</b>	All students and academic workers of MENDELU Faculty of AgriSciences	<b>No.:</b>	<b>UM/3370/2023-9</b>	<b>Dated:</b>	<b>2. 8. 2023</b>
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**List of related regulations**

Name of the regulation	Place of reference	Referenced parts
Rector's Regulation 15/2020	Article 1	Entire regulation

## **Preamble**

This dean's regulation of the Faculty of AgriSciences regulates the rules of the grant competition of the Internal Grant Agency FA MENDELU for the year 2024. The regulation is a continuation of Rector's Regulation 15/2020 Principles of student grant competition and specific university research at the Mendel University in Brno.

## **Article 1**

### **Announcement and specification of the grant competition of the FA MENDELU Internal Grant Agency for the year 2024**

- (1) The conditions of the IGA FA MENDELU grant competition for the year 2024 are announced by the dean of FA MENDELU in accordance with Act No. 130/2002 Coll., on the support of research, experimental development and innovation, as amended by and according to Rector's Regulation 15/2020 Principles of student grant competition and specific university research at the Mendel University in Brno.
- (2) The aim of the competition is to support creative scientific, developmental and research activities of the MENDELU Faculty of AgriSciences and the involvement of doctoral students or master's study programmes in the scientific and research issues.
- (3) The competition is announced in the following categories:
  - a) Student projects – individual student projects (IP).
  - b) Student conferences.
- (4) **Individual student projects** are intended to support scientific research topics that are the subject of doctoral thesis.
  - a) Thematic areas of the grant competition: Plant Biology; Plant Production; Animal Biology; Animal Production; Environmental Protection and Rural Landscape Sustainability; Safety and Quality of Food Raw Materials and Foodstuffs; Agricultural and Environmental Engineering; Agricultural and Applied Chemistry and Biochemistry.
  - b) Only a student of the 1<sup>st</sup> to 3<sup>rd</sup> year of the full-time form of the FA doctoral study programme can be the proposer and the solver of the project.
  - c) One specific student of the doctoral study programme can be the project solver no more than twice per course of the study. Another member of the research team can be one other student of the doctoral study programme (who meets the conditions specified for the project proponent), or a student of the 1<sup>st</sup> year of the full-time form of the follow-up master's study programme at FA.
  - d) The guarantor of an individual student project is the student's supervisor, or a specialist supervisor, or another academic staff member from the student's workplace, who has an employment relationship with FA MENDELU.
  - e) The project duration is 12 months.
  - f) It is a binding condition for the duration of the project that the output of the project will be at least one publication of an original scientific work ( $J_{imp}$  result code) dedicated to the relevant IGA project, which is thematically and substantively adequate to the topic of the solved project, and a presentation of the solved issue at a scientific conference (e.g. MendelNet).
  - g) On all project outputs, including the dissertation thesis, the researcher is obliged to indicate the source of financial support.

- h) Planned outputs (publications) must be published or accepted for printing no later than one year after the end of project financing. In case of non-fulfilment of the planned results of the project by the set deadline or other serious contravention of the rules of the grant competition, the solver, guarantor, and supervisor may participate in the next grant competition only after the obligations of the evaluated project have been settled.
  - i) The recommended total maximum amount of grant support per project is CZK 300,000 (of which personal costs – scholarships in the maximum monthly amount of CZK 9,000 for the researcher, i.e. a total of CZK 108,000; the total maximum planned amount of scholarships for all student members of the research team is CZK 180,000).
  - j) Other eligible costs of the project are costs for the acquisition of small tangible and intangible assets, other operational costs related to the implementation of the project - especially materials and travel expenses, the costs of services (the service item can make up to a maximum of 10% of the total costs of the project, while the costs related to the publication of the results can make up to a maximum of 5% of the total costs of the project; if the limit set in the service budget item is exceeded, proper justification is required).
  - k) Each financial item must be properly justified, i.e. in the comment on the use of financial resources, indication on how it is related to the objectives of the project proposal. In case the support funds are to be used for professional courses and training, it is necessary to justify how the courses and training are directly related to the project objectives.
- (5) Individual student project proposals must meet at least the following requirements:
- a) Title.
  - b) Title in English.
  - c) Annotation.
  - d) Technical characteristics of the project, which will briefly state:
    - characteristics of the problem being solved,
    - the current state of the solution,
    - project goals and how to achieve them (methodology),
    - solution schedule.
  - e) Expected outcomes in accordance to the valid methodology for evaluating the results of research organizations, including an assessment of the risk of achievability of the planned outcomes.
  - f) Planned participation in professional events paid for from project support - in the case of planned participation in conferences, workshops or other presentation events, a contribution (poster, lecture, publication in proceedings) is expected.
  - g) A list and a brief summary of the major professional results of the members of the research team relevant to the project, achieved in the past three years.
  - h) Request for the amount of grant support and the corresponding financial budget, including the justification of the budget items.

**(6) Student conferences**

- a) The proposer and the solver of the project in the student conference category can be an academic employee of the FA MENDELU, specified in § 70, paragraph 1 of the Act. No. 111/1998 Coll. on universities, as amended by later regulations.
- b) The members of the research team are students of the FA MENDELU doctoral or master's study programme or academic, scientific, research or development staff of the FA MENDELU. The number of students of doctoral or master's study programmes in the research team is at least equal to the number of other members of the research team.
- c) Eligible costs for student conferences include personal costs or expenses (salary costs, social

and health insurance contributions) including scholarships for doctoral students and subsequent master's study programmes; other operational costs or expenses directly related to the implementation of the conference; costs or expenses for services.

- d) The recommended total maximum amount of support per project is CZK 500,000 (subject to the condition that up to 10% of the total support for specific research provided by FA can be used for student conferences).
- e) The project duration is 12 months.

(7) Proposals in the student conference category meet at least the following requirements:

- a) Title.
- b) Title in English.
- c) Annotation.
- d) Professional characteristics of the planned conference.
- e) Planned date of the event.
- f) Characteristics of the target group for which the conference is organized.
- g) Description organizational arrangements of the event.
- h) The total number of students in follow-up master's and doctoral study programmes involved in the research team.
- i) The total number of academic staff and other staff involved in the research team.
- j) Request for the amount of support and the corresponding financial budget, including justification of the budget items.

## **Article 2**

### **Grant application**

- (1) The grant application is submitted in Czech, Slovak or English language through the EPZ web application (Evidence of Projects and Grants) <https://grantovesouteze.mendelu.cz>, login data is the same as for the UIS, My grants/projects tab, New proposal tab.
- (2) The grant application form in the electronic application is sent from 5 September 2023 until 10/19/2023 at 10:00 a.m. the latest.
- (3) Accepted grant applications will be assessed and evaluated during the evaluation period, i.e. from 19<sup>th</sup> of October till 4<sup>th</sup> of December 2023. The evaluation of project proposals and the evaluation process is the responsibility of the FA Grant Council and external evaluators proposed by the Grant Council.
- (4) Each project has at least two evaluators, of which at least one evaluator is external. An evaluator from an organizational unit of the university other than the one that administers the project is also considered an external evaluator.
- (5) Evaluation criteria: description of the current state of knowledge and the resulted solution objectives; timeliness, contribution, origin and originality of the submitted project proposal; clarity of concept and adequacy of methodology; adequacy of financial requirements, justification of costs; assessment and quality of planned outputs, reality of achievement; abilities and possibilities of the proposer and the solving team to address the submitted student project.
- (6) The results of the grant competition, including the list of projects recommended for funding, will be published on the IGA FA MENDELU website no later than 15<sup>th</sup> of December 2023.

### **Article 3**

#### **Time schedule of the grant competition for 2024**

- |   |                                    |
|---|------------------------------------|
| (1) Announcement of the competition                         | 4/9/2023                           |
| (2) Competition period                                      | 5/9 to 19/10/2023 until 10.00 a.m. |
| (3) Publication of registered projects                      | 23/10/2023                         |
| (4) Evaluation period                                       | 19/10 to 4/12/2023                 |
| (5) Publication of competition results                      | until 15/12/2023                   |
| (6) Duration of the project                                 | 1/1/2024                           |
| (7) Accounting closure of projects                          | 30/11/2024                         |
| (8) Material closure of projects                            | 31/12/2024                         |
| (9) Submission of final project reports                     | 6/1/2025                           |
| (10) Evaluation of final reports and outputs of the project | January/February 2025              |

### **Article 4**

#### **Final Provisions**

- (1) The solution of the funded projects will start on January 1<sup>st</sup>, 2024. A contract will be concluded with the project solver on the solution of the grant project and the provision of funds to support it.
- (2) After completion of the project solution, the project solver submits a final report (including documentation on publication outputs and a financial statement in the form of a report from the SAP economic system signed by the guarantor) within the specified deadline.
- (3) Instructions for the final report and other information are available on the IGA FA MENDELU website (<http://FA.mendelu.cz/30922-interni-grantova-agentura>), or <https://grantovesouteze.mendelu.cz>. Upon request, information will also be provided by the Office of the FA MENDELU Internal Grant Agency at the address below.
- (4) Address of the Office of the Internal Grant Agency FA MENDELU:  
IGA FA MENDELU office, FA Dean's Office, Zemědělská 1, 613 00 Brno.
- (5) This regulation shall enter into force on September 1<sup>st</sup>, 2023.

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dean FA MENDELU