

Regulations on the MASTER programme of the Foundation for Polish Science

§ 1

General resolutions

1. These regulations specify the rules and organisation of the Master programme of the Foundation for Polish Science, hereinafter the Foundation.
2. Professorial subsidies in the Master programme (hereinafter: Subsidies) are a form of support to scholars enabling programme beneficiaries to commence new or intensify existing scientific research.
3. The programme is addressed to scholars whose previous scientific output constitutes a guarantee of appropriate use of funds and who are able to effectively combine scientific work with training of young scientific staff.
4. Subsidies are awarded annually in a domain of science specified by the Foundation Board and indicated in the programme supporting science and on the Foundation website.
5. The competition is aimed at scholars who fulfil all the following conditions:
 - a) They possess the academic title of professor or the degree of habilitated doctor.
 - b) They conduct distinguished scientific activity, attain outstanding results in it and work together with young scholars with whom they form a recognised research community.
 - c) They are employed on a full-time basis in a Polish academic institution, one of whose statutory objectives is to conduct scientific research.
 - d) They do not occupy senior management positions: university rector/vice-rector, director of an institute of the Polish Academy of Sciences or a research institute.
6. The Subsidy may consist of:
 - a) A personal academic scholarship for the beneficiary
 - b) Academic scholarships for the young scholars working with the beneficiary
 - c) Subventions.
7. In order to be able to receive the scholarship mentioned in section 6. b) of this article, a young scholar must at the time of signature fulfil one of the following conditions:
 - a) Possess the academic degree of doctor and be employed (on a working or non-working basis) in an academic institution which has scientific research as one of its statutory objectives. No more than 4 years may have passed since acquisition of the degree of doctor, although this may be raised by 2 years:
 - For women who have given birth or adopted a child, on the basis of the birth certificate or ruling declaring the adoption
 - For men who for at least 3 months took documented paternity or childcare leave
 - b) Be a doctoral student at an academic institution which has scientific research as one of its statutory objectives.
8. The young scholars working together with the beneficiary may be employed at different Polish academic institutions from the Subsidy beneficiary.

9. The beneficiary's personal academic scholarship:
 - a) The monthly amount of the scholarship may not exceed 5000 PLN, while the total amount designated for payment in the whole period of the research may not exceed 30% of the amount of the awarded Subsidy.
 - b) The beneficiary may decline to collect the personal scholarship and designate these funds to the scholarships for young scholars or the subvention.
10. Academic scholarships for young scholars working together with the beneficiary:
 - a) The total amount of each scholarship may be from 1000 to 3000 PLN monthly, depending on the role the young scholar plays in the project conducted as part of the Subsidy.
 - b) The minimum duration for which a scholarship may be awarded is six months.
 - c) The beneficiary may award a maximum of 10 scholarships annually.
11. A subvention is designated for funding of costs related to the project: business trips, conference fees, personal exchange, remuneration for auxiliary and technical work carried out on the basis of specific-task and fee-for-task contracts, purchases (apparatus, materials, books, journals etc.).
12. The duration of the Subsidy depends on the beneficiary, and may be between 12 and 36 months.
13. In a given edition of the programme, the Foundation Board may award a total of up to 10 Subsidies.
14. The amount of the Subsidies is determined on an annual basis by the Foundation Board and indicated in the supporting science programme and on the Foundation website.
15. A Subsidy can only be awarded once to any person.
16. Subsidies are funded by the Foundation entirely from its own funds. Pecuniary funds designated for realisation of the programme are recorded in a separate financial account of the Foundation.

§ 2

Competition procedure

1. The programme is conducted in the form of a closed competition, which on each occasion encompasses the domain of science determined by the foundation mentioned in § 1 section 4.
2. Information about the competition is published on the Foundation website.
3. Candidates for the competition are nominated by names by eminent representatives of science invited by the Foundation Board.
4. Each person nominating in a given edition of the competition may nominate only one candidature, taking into account § 1 section 5 and section 15.
5. The nomination should contain a description of the candidate's scientific accomplishments and the form of cooperation of the nominee with the young scholars.
6. The nomination process takes place using an electronic form made available on the Foundation website, taking into account § 2 section 4.
7. A nominator is obliged to keep the fact of his/her participation in the competition procedure and the data of the nominated candidate confidential.

8. On the basis of an analysis of the submitted nominations in terms of their accordance with the programme's premises and formal requirements, the Foundation Board ratifies the list of candidates eligible for participation in the competition.
9. Candidates use an electronic form to submit the competition application, comprising:
 - a) An academic CV together with the list of publications from the last 10 years.
 - b) A description of scientific research conducted in the last 10 years and the results obtained.
 - c) A description of the research to be conducted in cooperation with young scholars in the period in which the Subsidy will be received.
 - d) A description of the team, with particular consideration for information about the young scholars identified by the candidate for receipt of an academic scholarship; this information should include academic degree/title, a description of tasks allotted, and the amount of the proposed scholarship.
 - e) A financial outline taking into account the division of funds of the Subsidy into: (i) beneficiary's personal academic scholarship, (ii) academic scholarships for the young scholars working together with the beneficiary and (iii) subvention.
 - f) A description of the available research facilities.
10. In order to evaluate the submitted applications, the Foundation Board appoints reviewers.
11. Reviewers are obliged to keep confidential information about their participation in the competition procedure and all materials acquired in connection with the procedure.
12. The Foundation makes all efforts to ensure that the competition procedure is free from any actual or potential conflicts of interests.
13. Each application is evaluated by at least three reviewers.
14. The reviewer evaluates in particular:
 - a) The candidate's scientific activity and output and the value of the cited scientific accomplishments from the last 10 years
 - b) The candidate's involvement in training young scientific staff and his/her previous accomplishments in this respect
 - c) The originality of the research proposed by the candidate in the application, including the general significance for science or practical potential of application of the research conducted during receipt of the Subsidy
 - d) The potential of the candidate's team, especially the participation of the young scholars in the research proposed by the candidate in the application.
15. The Foundation Board makes decisions on award of Subsidies on the basis of the opinion of reviewers, taking into account the financial outline submitted by the candidate. The Board's decisions are not subject to appeal.
16. A list of beneficiaries is published on the Foundation website. The Foundation may disseminate information on the competition results and the scientific output of beneficiaries via the Internet and other media.
17. The names of nominees and reviewers, their recommendations and all opinions and materials accumulated during the competition procedure are treated by the Foundation confidentially and may not be disclosed to candidates or third parties.

18. Subsidies are paid on the basis of and on the dates determined in the contracts concluded with the beneficiary and young scholars.

§ 3

Rights and obligations

1. A Subsidy recipient is obliged to conduct scientific and teaching work during the period in which he/she receives the Subsidy in accordance with the application proposed in the competition described in § 2 section 9.
2. The beneficiary is obliged to give information about the Foundation's patronage in publications prepared and submitted for print during receipt of the Subsidy.
3. The beneficiary is the exclusive administrator of the subvention awarded within the Subsidy.
4. Subsidies are awarded on the basis of year-long accounting periods.
5. The beneficiary is obliged to submit periodic reports and a final report on realisation of the Subsidy. In the case of a Subsidy awarded for a period of 12 months, only a final report is required.
6. A periodic report includes:
 - a) The beneficiary's report on the content of the research conducted in the given accounting period.
 - b) A list of the beneficiary's publications and those of his/her colleagues arising from the research conducted as part of the Subsidy in the given accounting period.
 - c) A financial report of the institution on the expenses incurred in the given accounting period and concerning use of the subvention.
7. The final report, submitted up to two months after the end of the Subsidy, should contain:
 - a) The beneficiary's report on the content of the research conducted during the realisation of the Subsidy.
 - b) A list of all publications by the beneficiary and his/her colleagues arising from the research conducted as part of the Subsidy.
 - c) A financial report of the institution on the expenses incurred in the whole period of the realisation of the Subsidy and concerning use of the subvention.
8. During the period of receipt of the scholarship, a young scholar is obliged to continue scientific work under the direction of the beneficiary and to submit to the beneficiary reports from his/her scientific work.
9. The reports mentioned in section 8 of this article will comprise a constituent part of the periodic reports and final report of the beneficiary sent to the Foundation.
10. The academic institution in which the beneficiary is employed should provide the beneficiary with the requisite organisational, technical and administrative conditions for realising the Subsidy, in particular financial and accounting services related to the subvention, including records of income and expenditure in a separate financial account of the institution.

11. A representative of the financial services of the academic institution may refuse to accept an instruction of the beneficiary concerning spending of subvention funds if the instruction is not in accordance with the applicable laws or contract.
12. The academic institution has the right to collect a surcharge of 5% of the total of the subvention for administration of the subvention part of the Subsidy.
13. The Foundation has the right to publicly inform of the results obtained by the beneficiary during the realisation of the Subsidy.
14. The Foundation has the right to assess the realisation of the Subsidy and the right to make checks on financial documents during the realisation of the Subsidy and up to three years after the funding.
15. Subvention funds not spent during the course of the Subsidy are subject to return.
16. Subvention funds allocated in discordance with the regulations are subject to return together with statutory interest from the day of expenditure of funds.

§ 4

Withdrawal, suspension, change to conditions of realisation of a Subsidy

1. The beneficiary and the academic institution in which the beneficiary is employed are obliged to inform the Foundation of any circumstances which may affect the realisation of the Subsidy.
2. The Foundation may withdraw, suspend or change the conditions of the realisation of a Subsidy, particularly if:
 - a) Circumstances arise which may affect the correctness of the realisation of the Subsidy, e.g. in the case of the beneficiary leaving the country for over 3 months or a change in the circumstances mentioned in § 1 section 5. c) and d).
 - b) The Subsidy recipient:
 - Does not observe the undertaken commitments
 - Infringes the principles of professional ethics
 - Damages the good name of the Foundation for Polish Science.
3. The Foundation is entitled, on its own initiative or on the written and justified petition of the beneficiary, to change its decision to award an academic scholarship to a young scholar, in particular on the subject of withdrawal from or cession of further payment.
4. Reasons justifying a change in a decision to award a scholarship as mentioned in section 3 of this article are deemed to be in particular:
 - a) Resignation from scientific work
 - b) A non-academic long-term stay abroad of the young scholar
 - c) Infringing the principles of professional ethics
 - d) Damaging the good name of the Foundation for Polish Science.
5. The Foundation Board may on request of the beneficiary ratify the award of an academic scholarship to a young scholar who was not considered in the original competition application.
6. The petition mentioned in section 5 of this article is considered to be a written and justified request of the beneficiary together with attachments: (i) an academic CV of the young scholar with a list of his/her publications, (ii) a description of the tasks

assigned to the young scholar within the project, their duration and the amount of the proposed scholarship, (iii) an updated financial outline, as mentioned in § 2 section 9. e).

§ 5

Property rights and responsibility for the results of research

1. The Foundation makes no claims to the results of work conducted as part of the awarded Subsidy on the basis of the funding and does not bear responsibility for their consequences and interpretations.
2. The rights of the beneficiary and academic institution to the effects of the research and the benefits resulting from the work conducted during receipt of the Subsidy are specified by the relevant laws and internal regulations of the institutions.

§ 6

Final resolutions

1. All materials and opinions compiled during the competition procedure are secret.
2. These regulations were passed by the FNP Board on 27 June 2012.
3. The Regulations on Professorial Subsidies – MASTER Programme of the Foundation for Polish Science passed by the Foundation Board on 18 January 2006 by Board resolution no. 18/2006 are superseded by the coming into effect of these regulations.
4. The realisation of professorial subsidies awarded in competitions adjudicated before these regulations came into effect takes place according to the principles stipulated in the regulations mentioned in section 3 of this article. Contracts concluded before these regulations came into effect are governed by the regulations mentioned in section 3 of this article.
5. Any changes to these regulations may take place according to the same principles by which it was passed.
6. These regulations come into effect on the day of the decision of the minister responsible for science and higher education ratifying the rules for award of scholarships within the Master programme of the Foundation for Polish Science.