

Krakow, May 14, 2021

Rules of the Maj Institute of Pharmacology Polish Academy of Sciences internal research project funding programme

The first call for intramural research projects is intended to promote development of novel research directions.

1. The goals of the call for applications are to fund introduction of new methodologies and research directions, empower development of junior researchers at the Institute, promote collaboration between departments and laboratories. The anticipated outcome of a project is a publication in a high-impact scientific journal or a successful application for external funds for continuation of the project.
2. The call for applications will be announced on the Institute's websites: <http://if-pan.krakow.pl/> and <http://if-pan.krakow.pl/en/>.
3. The call is addressed towards scientific employees of the Institute who have a PhD title, have declared the Institute as the primary place of conducting research, their publications are affiliated with the Institute for all formal purposes, and who are not the heads of Departments or Laboratories.
4. Director will decide which applications will be funded based on the evaluation prepared by the Committee for Institute Development of the Institute's Scientific Council with the help of external reviewers.
5. The start and finish dates of funded projects will be specified in the Director's decision. The projects will start after 1st August, 2021 and end no later than 30th September, 2023.
6. A final report including a summary of the expenses, research results and the outcome should be submitted to the Institute's Scientific Research Coordination Unit within 28 days of the project's end date. The Office will transfer the final report to the Committee for Development of the Institute's Scientific Council.
7. The final report will be evaluated by the Committee for Institute Development of the Institute's Scientific Council within 28 days from its receipt. The Committee may decide to invite the project's Principal Investigator to present the research activities and the outcome of the project. The Committee will transfer the final evaluations to the Institute's Director and the Scientific Research Coordination Unit.
8. Director or Deputy Director for Research of the Institute will present a report on results of the intramural research project application call, the outcome of evaluation process, progress of the ongoing intramural projects, and the evaluation of completed projects as a separate part of the yearly report on the scientific activities of the Institute presented to the Institute's Scientific Council.
9. Director of the Institute may suspend financing of the project, at the request of the Principal Investigator, or if the Principal Investigator no longer meets the conditions set out in point 3, or if there are other significant circumstances justifying such a decision. The written decision to suspend financing of the project will be transferred by Director to the Principal Investigator, the Committee for Institute Development of the Institute's Scientific Council and the Scientific Research Coordination Unit.



10. The first edition for applications will be announced on 14th May, 2021.
11. Applications should be prepared in English.
12. A Principal Investigator may submit only one application.
13. Total funding of the project may not exceed 100 000 PLN over a maximum period of 24 months, and should not exceed 50 000 PLN for each 12-month period of the project. Allowed expenses are:
 - a) consumables and non-inventoried small equipment including chemical reagents, laboratory plastics, and research animal costs,
 - b) costs of data purchases, data licensing or access to databases,
 - c) costs of research services, including, external analyses, informatic tools, etc.,
 - d) costs of publication in journals that are ranked at 140 or more points in the Polish Ministry of Science and Education scientific journal evaluation list.
14. Applications should be submitted to the Scientific Research Coordination Unit using the form found here: <https://forms.gle/vbXGWS4FiZabnaT28> before 15th June, 2021, 16:00 UTC+2.
15. Evaluation of the applications will be performed by the Committee for Institute Development of the Institute's Scientific Council based on assessment from reviewers selected from the members of the Scientific Council who are not affiliated with Institute. The evaluation criteria are:
 - a) the scientific quality, emphasizing novel aspects of the research or methodology for the Institute (40% weight),
 - b) effect on collaboration between Institute's departments or laboratories (20%),
 - c) the impact of the project on the department/laboratory where the Principal Investigator is affiliated, and the support for the project from the department/laboratory (20%),
 - d) a general assessment of feasibility based on research capabilities of the project team, available infrastructure and planned costs (20%).
16. The Committee for Institute Development of the Institute's Scientific Council will perform a preliminary assessment of the applications, and select two reviewers, who are members of the Institute's Scientific Council but not affiliated or employed at the Institute. The Committee will prepare initial assessment of the applications using the form available here: <https://forms.gle/KA7sJkLyVZK99WNI8>. Four highest ranked applications will be sent for assessment by the external reviewers (or fewer than 4 if the total number of applications is smaller). The external reviewers will submit their assessments using the evaluation form available here: <https://forms.gle/DvPLWLEW2TMjF29A>. After assessments are complete, the Committee will prepare a ranking list of all projects and will send it together with all evaluation forms to the Director and the Scientific Research Coordination Unit. The deadline for the evaluation process is 15th July, 2021. The results of the selection processes, including the ranking lists and evaluations will be published on the Institute's intranet sites.



17. The final decision with regard to funding of the application will be issued by Director of the Institute. The decisions will be sent to the applicants together with the evaluation of their project before 25th July, 2021.
18. Director of the Institute will resolve all cases where the rules are missing, unclear or ambiguous.

Director
Maj Institute of Pharmacology
Polish Academy of Sciences

Professor Małgorzata Filip, PhD (-)