

**PRACTICAL INFORMATION FOR  
APPLICANTS AND RESEARCH  
ORGANIZATIONS**

**POSTDOC INDIVIDUAL  
FELLOWSHIP  
INCOMING – 2022**

# POSTDOC INDIVIDUAL FELLOWSHIP INCOMING PROJECTS

- ❑ One of the goals of this group of projects is to motivate excellent Czech scientists who have long-term international experience, and are in the early stages of their careers, to carry out their own “Excellence Project” at an institution in the Czech Republic for the duration of the Project, i.e. 3 years.
- ❑ Only an outstanding scientist in his or her early career, with long-term experience abroad in basic research may be the Investigator, who will be given the opportunity to carry out his or her own scientific intent at an institution in the Czech Republic for the entire duration of the Project;
  - a minimum of 2 of the last 3 years as a doctoral student abroad or employment with a scientific institution abroad (or those two combined) shall be deemed long-term experience abroad.
- ❑ The POSTDOC INDIVIDUAL FELLOWSHIP is a single-investigator project, and the Investigator is expected to work on this project exclusively.
- ❑ The Research organization may not be a natural person.

# APPLICANT, RESEARCH ORGANIZATION, PROVIDER



navrhovatel  
(applicant)



uchazeč  
(research organization)



**GAČR**

# DEFINITION OF TERMS

- ❑ The tender document uses the terms given by Act No. 130/2002, in the case of specification of terms, their interpretation is informative and explanatory.
- ❑ **RESEARCH ORGANIZATION** shall mean a legal entity based in the Czech Republic, an “organizational unit of the State”(governmental agency), or a self-governing territorial unit, or an agency of the Ministry of Defence, or Ministry of the Interior, which is engaged in research and experimental development, and which is applying for the provision of Targeted Aid (Grant Funds or Grant Funding) by submitting a Project Proposal. Research organization is an **institution – a scientific workplace**.
- ❑ **APPLICANT** shall mean the natural person responsible to the Research Organization for the professional quality of the Project Proposal. **As of the date of the publication of the Tender Notice, the Applicant may not be employed by the Organization or any other scientific institution in the Czech Republic.** The employment must be established subsequently, on or before the start date of the Grant Project.

# DEFINITION OF TERMS

- ❑ Once the Agreement is executed or a Decision on Grant Funding is issued, the Applicant shall become the (Principal) **Investigator**.
- ❑ **BENEFICIARY** shall mean a Research Organization in whose favour a decision has been made to provide Targeted Aid (Grant Funds or Grant Funding) to carry out a Grant Project, and with whom the Provider has executed the Agreement on Grant Project Funding, or in whose favour a Decision on Grant Funding has been made.
- ❑ A Beneficiary based outside the Czech Republic is required to have a branch or an establishment registered in the Czech Republic on or before the date of the first remittance of the funding.

# GENERAL TERMS AND CONDITIONS

- ❑ The Investigator in the POSTDOC INDIVIDUAL FELLOWSHIP **may not be the Investigator, Co-investigator or any other participant involved in any role in any other project funded by GACR.**
- ❑ If the nature of the Project so requires, the Project may involve **technical staff and/or students enrolled in a master's programme** at the institution of the Beneficiary.
- ❑ Throughout his or her involvement in the POSTDOC INDIVIDUAL FELLOWSHIP, the **Investigator may not participate as Applicant or Co-applicant in any other tender or call made by GACR**, except for Proposals submitted in the final year of the Project.

# GENERAL TERMS AND CONDITIONS

- ❑ The expected launch date of the POSTDOC INDIVIDUAL FELLOWSHIP INCOMING is on or after **1 January 2022, and the duration is 3 years (1095 days)**. The Investigator's first day of employment with the Beneficiary in order to carry out the Project in accordance with the Project Proposal shall be deemed the launch date of the Project. The Project is expected to be launched by such entry into employment on or before **1 October 2022**.
- ❑ The PIF as a Project **may be awarded to an individual only once**.
- ❑ If – and only if – the Project is discontinued due to health reasons, maternity (or parental) leave, or any other occupational obstacles, the Investigator may take part in a public tender one more time.

# APPLICANT

- ❑ The Applicant must meet the condition that he or she received his or **her Ph.D. degree (or equivalent) no more than 4 years** before 30 September of the year of the release of the Tender Notice, i.e. he or she was awarded the Ph.D. academic title (or equivalent) **on or after 30 September 2017**;
  - this cut-off date shall be moved back for individuals with dependent minors by the amount of time spent on a **maternity (or parental) leave**; for individuals who have undergone a **long-term disease**, the cut-off date shall be moved back by the amount of time of **incapacity for work**; the cut-off date shall also be moved back by the **time of occupational obstacles defined by law** (such as long-term care for other relatives or a close person).
- ❑ The Project Proposal may already be submitted before the Applicant's Ph.D. defence, and the Applicant must enclose an affidavit with the Project Proposal, and hand in the certificate of earning an academic title (Ph.D. or equivalent) to GACR on or before **10 October of the year in which the Tender Notice is published**.

# APPLICANT

- ❑ Only applicants with **long-term experience abroad in basic research** may apply.
- ❑ A minimum of **2 of the last 3 years as a doctoral student abroad or employment with a scientific institution abroad** (or those two combined) shall be deemed long-term experience abroad.

# POSTDOC INDIVIDUAL FELLOWSHIP PROJECTS – INCOMING

- ❑ The duration of the projects is **3 years**;
- ❑ the project proposals and their results are evaluated by the Evaluation panels of the Discipline Committees;
- ❑ unless provided otherwise, the Project Proposal shall be completed **in English**;
- ❑ the Investigator's minimum workload (FTE) is **0.70**; the time spent by the Investigator at the institution of the Organization is expected to match the Investigator's total Workload;
- ❑ the sum of the workloads of all other Professional Co-workers dedicated to the Project may not exceed **1.00**;
- ❑ funds requested to cover the Investigator's salary: max. **60,000 CZK/month** (prorated based on the employee's workload vs. FTE);
- ❑ funds requested to cover the team member's salary: max. **35,000 CZK/month** (prorated based on the employee's workload vs. FTE);
- ❑ additional (overhead) costs max. **20%** of the total approved costs listed under Article 3.3.1. and 3.3.3.(2) to (5) of the Tender Document;
- ❑ **the costs to acquire long-term tangible assets are not admissible.**

# CONDITIONS FOR SUBMITTING PROPOSALS IN THE CALENDAR YEAR 2021 – CONCURRENCE OF PROPOSALS

- ❑ **A single individual** may submit no more than two Project Proposals within all of the public tenders administered by GACR in a given calendar year for Projects launched in 2022 (subject to the exception provided below) and may be in the role of **Applicant in one** of the Proposals, and **co-Applicant in the other**. If both such Project Proposals submitted by a single individual are selected for funding, he or she may proceed **to carry out both Projects**, unless any other circumstance resulting out of the pertinent tender document or applicable rules prohibits such involvement in two projects.
- ❑ Three exceptions to the foregoing are the tenders for JUNIOR STAR projects and the POSTDOC INDIVIDUAL FELLOWSHIP (both INCOMING and OUTGOING), in which an Applicant may submit Project Proposals notwithstanding any other tenders or calls. This means that **an individual who submits a Project Proposal for a JUNIOR STAR or POSTDOC INDIVIDUAL FELLOWSHIP project may submit a maximum of two more Project Proposals, one in which such individual is the Applicant, and the other in which he or she is the Co-applicant.**
- ❑ A single individual may be nominated as the Applicant **in one of the Project Proposals only**, either in JUNIOR STAR, or in POSTDOC INDIVIDUAL FELLOWSHIP.

# CONDITIONS FOR SUBMITTING PROPOSALS IN THE CALENDAR YEAR 2021 – CONCURRENCE OF PROPOSALS

- ❑ If an Applicant for JUNIOR STAR wins multiple public tenders, he or she may carry out this **JUNIOR STAR Project only, or a maximum of two other projects at a time (one as an Applicant and the other as the Co-applicant)**.
- ❑ If an Applicant for POSTDOC INDIVIDUAL FELLOWSHIP wins multiple public tenders, he or she may only carry out this **POSTDOC INDIVIDUAL FELLOWSHIP Project only, or a maximum of two other projects at a time (one as an Applicant and the other as the Co-applicant)**.

# IMPORTANT DATES

- ❑ **10 March 2021** – publishing of Tender Notice in Business Journal (Obchodní věstník);
- ❑ **11 March 2021 – 22 April 2021** – tender period;
- ❑ **23 April 2021 – 6 December 2021** – evaluation period;
- ❑ **6 December 2021** – publication of the results;
  
- ❑ Tender documents are published on the website at <https://gacr.cz/zadavaci-dokumentace/> and <https://gacr.cz/en/extracts-from-tender-documents/>. In case of any omission, inconsistency, or discrepancy between the translation and the original Czech text, including Annexes, exhibits, headings and footnotes, the Czech original text shall always prevail.

# DISCIPLINE COMMITTEES

- ❑ 1 – technical sciences;
- ❑ 2 – physical sciences;
- ❑ 3 – medical and biological sciences;
- ❑ 4 – social sciences and humanities;
- ❑ 5 – agricultural and biological-environmental sciences.

The breakdown of the scientific fields into Evaluation Panels is listed in Annex 1 of the Tender Document and is published on the website at <https://gacr.cz/o-gacr/poradni-organy/panely/> and <https://gacr.cz/en/panels/>.

# ELIGIBILITY REQUIREMENTS AND HOW TO DEMONSTRATE ELIGIBILITY

- Professional qualifications shall be demonstrated in the section explaining the justification of the Project Proposal;
- a licence to carry out the activities pursuant to the provisions of Section(18)(2)(b) of the Act No. 130/2002 (not to be submitted by the Organizations which are a public institution of higher education, as defined in Annex 1 to Act No. 111/1998, nor a public research institution);
- the standard affidavit forms (documents) as stipulated by Act No. 130/2002 and Act No. 218/2000, (available on the Provider's website at <https://gacr.cz/formulare-cestnych-prohlaseni/>)
  - If the Organization also applies to other tenders, it is sufficient to tick in the affidavit document which tenders the affidavit concerns;
- any other required license pursuant to a separate law or regulation shall be submitted if so required by the Grant Project.

# DEMONSTRATION OF ELIGIBILITY – DELIVERY

- 1x per Organization;
- delivery during the tender period, i.e. **11 March 2021 – 22 April 2021** ;
- the forms are available on the Provider's website at <https://gacr.cz/formulare-cestnych-prohlaseni/>;
- the documents shall be delivered in one of the following ways:
  - physically at the address Grantová agentura ČR, Evropská 2589/33b, 160 00 Prague 6, Czech Republic, in an envelope marked “Eligibility”:
    - by mail;
    - or in person to the GACR registry (mail room);
  - or in digital format, signed with a recognized digital signature pursuant to a separate law or regulation:
    - delivered into the Provider's data mailbox „a8uadk4“.

# PROJECT PROPOSAL – PART A

Unless provided otherwise, the Project Proposal shall be completed **in English**.

**Basic Identification Data:**

- submission date, relevant Evaluation panel, basic information about the Applicant and Organization, scientist's identifier, title of the Grant Project (in Czech and English), project duration, date of launch, code characterizing the Grant Project classification, key words (in Czech and English);
- date and place of the Ph.D. defence; if appropriate, a justification for the permissible exceeding of the four-year period;
- information about the previous experience abroad (institutions, locations, dates, durations).

**Abstract and Scientific Aim:**

- abstracts (in Czech and English; each version max. 1,100 characters incl. spaces);
- scientific intent – aims of the Project (in Czech and English; each version max. 300 characters incl. spaces);
- if appropriate, priority areas (or sub-areas) of the National Priorities of Oriented Research, Experimental Development, and Innovations.

# PROJECT PROPOSAL – PART B

## Total funding:

- the total costs for each year of the project; the total costs for the entire project period (broken down by various sources); the total costs requested from the Provider; proposed proportion of public funding expressed as a percentage.

## Breakdown of financial items:

- the personnel costs and the workload;
- material costs incl. additional (overhead) costs.

## Justification for financial items:

- information shall be provided for the entire duration of the Project;
- material costs, travel costs, other services and non-material costs (incl. intangible assets), personnel costs .

# PROJECT PROPOSAL – PART C1

## ☐ Justification of Project Proposal:

- is to be filled out **in English**; maximum size **10 pages** of **A4 format** using **11point font** and **single spacing**; a file created outside the GRIS application in **PDF** format with maximum size of **6 MB**;

## ☐ Part C1 must include the following:

- a summary of the current state of knowledge of the subject matter in the given scientific field, and a description of the Applicant's contribution to date to the research in the given matter and/or related issues;
- a statement of the substance and timeliness of the Grant Project, its aims, methods including conceptual and methodical procedures, a detailed schedule, and Project phases. The Project stages and the accomplishment of each aim must be associated with the expected results; wherever relevant, the possible impact on women and men should be taken into account;
- a history of collaboration between the Applicant and the scientific institutions abroad, and international collaboration planned within the Project;
- information on the readiness of the Applicant and his or her institution;
- reasoning behind the participation of other collaborators, professional and other, the definition of their roles in the Project, including the expected aggregate workload of the individual workers;
- citations of the literature and publications used.

# PROJECT PROPOSAL – PART C2

## □ Expected project results:

- description in words of the result types;
- defined in Annex 7 of the Tender Document;
- articles which may be recognized as outputs of the project shall only be those which have been published in journals with IF (Jimp type output), in specialised periodical (Jsc, Jost type outputs), which are monographs (B type output), chapters in monographs (C type output) and articles in proceedings registered in the Scopus database or in the Web of Science Conference Proceedings Citation database (D type output).

# PROJECT PROPOSAL – PART D1

## CV of the Applicant:

- is to be completed **in English**;
- maximum size **2 pages** of **A4 format** using **11point font** and **single spacing**; a file created outside the GRIS application in **PDF** format with maximum size of **1 MB**;

## The Applicant shall provide:

- a brief structured professional CV;
- a list of activities throughout the Applicant's career in the field which is to be the subject matter of the Grant Project;
- the Applicant may describe and explain any career gaps and/or drops in research productivity;
- mandatory attachments include a photocopy of the certificate of the completion of a Ph.D. programme (e.g. a diploma), an affidavit of a completed defence, or an affidavit of a defence reasonably expected to be completed by 30 September of the year of the publication of the Tender Notice).
- Failure to submit these annexes or the part D1 shall constitute grounds for disqualification from the Public Tender.

# PROJECT PROPOSAL – PART D2

## Bibliography:

- complete bibliographic information describing 5 significant results;
  - short summary of the contribution to the achievement of these results; for each result the number of citations excluding self-citations counted by Web of Science or SCOPUS;
  - in format of Czech Standard “ČSN ISO 690” (or compliant with other citation practices in the given field);
- the total number of results throughout the Applicant’s career, broken down by type of results defined in Annex 4 Methodology for Evaluating Research Organizations and RD&I Targeted Aid Programmes;
- the total number of citations, including self-citations, for all the Applicant’s works;
- H-index (not required for professionals working in the selected fields of social sciences and humanities – see the Tender Document Article 3.2);
- any additional facts worthy of notice (such as awards received, featured speaker, memberships in editorial boards, evaluation panels, involvement in project teams of leading research projects, teaching activities, and the like).

# PROJECT PROPOSAL – PART E

- ❑ **Information on other projects of the Applicant** (projects being carried out, other project proposals, completed projects):
  - all projects on a similar subject carried out pursuant to Act No. 130/2002 with Targeted Aid (Grant Funding) provided from providers other than GACR in which the Applicant is participating at the time the Project Proposal is submitted, or in which he or she has participated in the last three years and in what role;
  - all GACR projects which the Applicant is taking part in at the time the Project Proposal is submitted, and in what role; similar information shall be provided on applications for Targeted Aid;
  - all GACR projects in which the Applicant has taken part over the past three years, and in what role.

# ELIGIBLE COST ITEMS – PERSONNEL COSTS

## Personnel Costs

- in accordance with the Beneficiary's internal policies;
- zero workload (FTE) is not permitted;
- the **minimum workload of the Applicant** on the Project is hereby set at **0.70 annually**;
- the sum of the workloads of all other Professional Co-workers dedicated to the Project may not exceed **1.00**;
- the sum of all workloads allocated for all projects supported by GACR may **not exceed 1.00 for any employee**; (for the purposes of the project proposal, it is possible for the sum of all the workloads of one person to exceed 1.00 but it is necessary to explain the planned procedure in case the grant is awarded);
- funds requested to cover the Investigator's salary: max. **60,000 CZK/month** (prorated based on the employee's workload vs. FTE);
- funds requested to cover the team member's salary: max. **35,000 CZK/month** (prorated based on the employee's workload vs. FTE);
- funds for payment of amounts due from agreements on work performed outside of employment executed solely for the Grant Project may not exceed **CZK 400/hour**.

# ELIGIBLE COST ITEMS – MATERIAL COSTS

## ☐ Material Costs:

- costs of materials, travel costs, costs of various services and additional (overhead) costs;
- costs/proportion of the costs of materials are expenses used **exclusively in direct connection with the Grant Project**;
- may be proved by a separate confirmation of delivery or in another objective manner (e.g. independent measurement);
- additional (overhead) costs incurred at the time and in a direct, substantive connection to the Grant Project, assuming such expenditure contributes to the progress and/or completion of the Project (e.g. **administrative costs, costs of infrastructure, costs of childcare** for the children of individuals involved in the Project, and **the costs of care for other dependents**, or other costs incurred during the project);
- the maximum amount of additional (overhead) costs is **20%** of the total approved costs listed under Article 3.3.1. and 3.3.3. (2) to (5) of the Tender Document.

# ATTACHMENTS

- ❑ copies of the **special authorizations/licences as per separate legislation**;
- ❑ identification of a proposed supplier, nature of the supplier's performance, and the preliminary price pursuant to Article 3.3. (4) of the Tender Document if the Project Proposal requires a supply/supplies from a single supplier, and the total value of purchases from the single supplier exceeds **CZK 500,000** throughout the duration of the Grant Project;
- ❑ **power of attorney** granted to a third party for the submission of the Project Proposal if the Organization does not have access to its own data mailbox;
- ❑ **a list of the institutions** outside the Czech Republic to which it would be inappropriate to send the Project Proposal for evaluation, including an explanation of why those institutions would not be appropriate;
- ❑ photocopy of the **certificate of the completion of a Ph.D. programme** (a photocopy of a diploma), or an affidavit of a defence reasonably expected to be completed by 30 September of the year of the publication of the Tender Notice.
- The enclosure of attachments other than those listed above shall constitute grounds to disqualify the Project Proposal from this Public Tender.

# ADMISSION AND SELECTION OF PROJECT PROPOSALS

## **The evaluation of Project Proposals shall consist of:**

- compliance with the Tender Deadline, method and place of submission, completeness of the Project Proposal and requirements to prove eligibility, satisfaction of the condition defined in Article 3.1 (4) of the Tender Document.

## **Evaluation of veracity and accuracy of information in the Project Proposal:**

- the evaluation shall also examine any discrepancies in the information provided in the Project Proposal;
- is carried out by separate Discipline Committees, expert bodies of the Discipline Committees (Evaluation Panels), and the Provider's expert bodies during the entire evaluation period.

## **Evaluation of the professional standard of the Project Proposal:**

- originality, quality, overall quality of the proposal;
- competence and qualifications of the Applicant to carry out the Project;
- creative contributions in the Investigator's scientific field vis-à-vis the focus of the Project;
- readiness of the Organization to carry out the Grant Project with regard to its technical and institutional resources;
- the following shall also be taken into account: the adoption and enforcement of the principles of responsible research and innovation (RRI), including the strategic tools of human potential development.

# ADMISSION AND SELECTION OF PROJECT PROPOSALS

- **The following criteria shall be assessed from the viewpoint of the professional focus of the panel to which the proposal has been submitted:**
  - **the focus area of the Project** – the potential for a breakthrough and the potential impact of the research Project shall be assessed, including the degree to which the research proposed addresses important challenges, the ambition of the research Project, and how far the Proposal goes beyond the current status quo (e.g. new concepts and/or approaches, the development between, among, or across individual scientific fields), the extent to which the Proposed Project is “high risk/high gain”;
  - **the proposed approach** – an assessment shall be made of the degree to which the proposed scientific approach is feasible, considering the fact that the proposed research is high risk/high gain, the degree to which the proposed scientific methods and work approaches are suitable for the achievement of the Project’s intent, the degree to which the Project Proposal involves new methods, the degree to which the approximate schedule of the Project is being proposed, and the degree to which the resources and commitments proposed by the Applicant are reasonable and properly justified;
  - **type of expected project outputs;**
  - **international experience** – the quality and length of the Applicant’s international activities to date shall be assessed;
  - **process, outputs and ways of carrying out any previous grant projects** carried out by the Organization and/or Applicant;

# ADMISSION AND SELECTION OF PROJECT PROPOSALS

## Evaluation of the proposed costs:

- appropriateness of the proposed costs, and the amount of workload, in relation to the Project Proposal and its anticipated results;
- legitimacy of individual items of the proposed costs;
- proportion of funds requested from the Provider in the total amount of proposed costs (i.e. the Proportion of Funding from the Provider);
- satisfaction of the requirements for the volume and definition of eligible costs pursuant to article 3.2. (5) to (8) and Article 3.3. of the Tender Document.

# EVALUATION PROCESS

## The first stage:

- two independent expert reviews (three in case of interdisciplinary projects);
- the evaluation panel and subsequently the Discipline Committee and the Presidium shall choose which Project Proposals proceed to the second stage of evaluation.

## The second stage:

- Project Proposals shall be forwarded to reviewers abroad for evaluation;
- evaluation panel shall make a comparison of the quality of all Project Proposals of the respective panel, based on the reviews elaborated;
- the Discipline Committee shall recommend the final order within each scientific field;
- the Applicants may be invited for an interview.

The GACR Presidium shall decide on the basis of the recommendations of the Discipline Committees on the final selection of Projects to receive a grant.

A detailed description of the evaluation process can be found on the website at:  
<https://gacr.cz/en/evaluation-process-of-project-proposals/>

# CHANGES IN THE COURSE OF THE GRANT PROJECT

In the course of the Grant Project, changes of the Project Proposal approved originally may only occur in the following cases:

- change in the approved costs or change in the amount of the Grant Funds awarded;
- modification of the individual milestones which must, however, be properly explained in the Interim Subject-Matter Report;
- change of the Beneficiary.

**Changes allowed without an amendment to the Agreement** (in the next Interim or Final Report, the Beneficiary must justify such changes):

- redistributions between and among the basic structure items up to CZK 40,000;
- an increase in the approved costs by up to 10% of the amount of such costs specified in the Agreement or Decision for the year in question, while maintaining the amount of the Grant Funding provided, and causing the ensuing reduction in the Proportion of Funding by the Provider.

**Changes requiring special attention** (subject to an amendment to the Agreement):

- the Beneficiary may request an intermission in the Project for exactly one calendar year due to maternity or parental leave, long-term disease, or any other serious occupational obstacles on part of the Investigator, such as long-term care for a family member or a close person;
- if the Investigator takes a maternity (paternal) leave, and in other situations requiring special attention, the Beneficiary may request a reduction in the Investigator's workload.

# INTERIM AND FINAL REPORTS

## Interim Report on the Grant Project:

- must be drawn up for each of the Project or a fraction thereof;
- contains information on the management of the Grant Funds.

## Interim Subject-matter Report on the Grant Project:

- shall be completed in English **after 2 years** of Project duration;
- contains information about the outputs of the Grant Project achieved in the course thereof;

## Final Subject-matter Report on the Grant Project:

- shall be completed **1 year** after the completion of the Project;
- the submission of this Report may be postponed by up to **six months** upon the request of the Beneficiary;
- contains information on the results of the Grant Project throughout the entire period.

# EVALUATION OF THE PROGRESS OF THE GRANT PROJECT

- An evaluation is carried out annually on the basis of the Interim Reports submitted, and after 2 years, by the Discipline Committee on the basis of the Interim Subject-matter Report submitted.
- The criteria:
  - the progress of the work and the achievement of the aims by international standards;
  - the arrangement of the expert and subject-matter aspects of Project activities, including the development of international scientific cooperation;
  - utilization of the material and technical resources, equipment and instruments acquired with the use of the Grant Funds;
  - achievement of the individual milestones of the Project compared to the approximate timeline set out in the Project Proposal;
  - evaluation of the financial management of the Grant Funds received;
  - an assessment of the results in the structure defined by the types specified in Annex 7 of the Tender Document.
- If the prerequisites for the continuation of the Grant Project are satisfied, the Beneficiary shall receive Targeted Aid (Grant Funds) for the following year of the Project.
- If the prerequisites for the continuation of the Grant Project are not satisfied, the Provider may terminate the Agreement on Grant Funding.

# EVALUATION OF A COMPLETED GRANT PROJECT

- ❑ The Discipline Committee within whose scope of activities the Grant Project falls shall carry out the evaluation of the completed Grant Project, on the basis of an assessment by the Evaluation Panel, and on the basis of the Final Subject-Matter Report, and the results of the reviews of the financial management of the Grant Funds provided.
- ❑ The Project shall be graded as “Incomplete” independently of the expert evaluation in any of the following cases:
  - not all parts of the Final Subject-Matter Report have been delivered;
  - the terms and conditions for submitting the results into the Information System for Research, Development, and Innovation (IS R&D), Register of Information on Results (RIV) section, have not been met;
  - the Provider has withdrawn from the Agreement on Grant Funding, has terminated the Agreement on Grant Funding, or revoked the Decision on Grant Funding pursuant to Article 4.5. (4) of the Annex 4.

# CONTACTS AND HELPDESK GACR

- Phone: +420 227 088 841, +420 227 088 861  
Mon – Thu: 9:00 – 16:00  
Fri: 9:00 – 15:00
- E-mail: [info@gacr.cz](mailto:info@gacr.cz) – for general questions; [kontakty@gacr.cz](mailto:kontakty@gacr.cz) – for changes in personal information and organizations in the GRIS application
- Helpdesk: <https://info.gacr.cz/>
- Find detailed information in the Tender Document on the website: <https://gacr.cz/zadavaci-dokumentace/> and <https://gacr.cz/en/extracts-from-tender-documents/>



**THANK YOU FOR YOUR ATTENTION**