

**POSTDOC** >  
INDIVIDUAL FELLOWSHIP  
— INCOMING

20  
27

# PRACTICAL INFORMATION FOR APPLICANTS AND RESEARCH ORGANIZATIONS

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# POSTDOC

INDIVIDUAL FELLOWSHIP

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INCOMING



**All areas of basic research**



**Helping Czech scientists to return from abroad or foreign researchers to arrive to Czechia**



For researchers **up to 4 years after obtaining their Ph.D.** (or equivalent)



The aim of the project and methods are **chosen by the Applicant**



**Single Investigator Project** - the Investigator will work exclusively on this project



Duration of the project — **3 years** (1095 days)

## IMPORTANT DATES

- Announcement of the tender: **9 February 2026**
- Tender Period: **10 February – 31 March 2026**
- Evaluation Period: **1 April – 26 November 2026**
- Latest date for proving the obtaining of Ph.D.: **10 October 2026**
- Expected date of the announcement of results: **26 November 2026**



# GENERAL TERMS AND CONDITIONS



The earliest the project **can start** is **1 January 2027** and it is expected to start no later than **1 October 2027**

- 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
- Long-term foreign experience must be completed and documented no later than 30 September of the year in which the Public Tender is published
- By 30 September 2026, no more than 4 years have elapsed since the receiving of the Ph.D. (or equivalent) to the Applicant, i.e. award on or after 30 September 2022
- The Project Proposal may be submitted before the Applicant's Ph.D. defence, but the Applicant must be awarded his or her title on 30 September 2026 at the latest; in this case the Applicant must enclose an affidavit with the Project Proposal (see the Tender Document Art. 3.2 para 16e)



All relevant periods (staying abroad and period since receiving Ph.D.) **are extended by periods of career interruption** - caring for a child or other dependent, long-term illness or another serious work-related occupational obstacles



**POSTDOC INDIVIDUAL FELLOWSHIP project can be awarded to one person only once**

- If – and only if – the Project is terminated due to health reasons, caring for a child or another dependent, or any other long-term work-related occupational obstacles, the Applicant may take part in the Public Tender one more time



Throughout their involvement in the POSTDOC INDIVIDUAL FELLOWSHIP, the Investigator **may not participate** as Applicant or Co-applicant in any other Public Tender or call made by GACR, except for Proposals submitted in the final year of the Project



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



During the Tender Period, the Applicant must not have an employment or similar relationship at any scientific institution in Czechia

# DEFINITION OF TERMS



## RESEARCH ORGANIZATION

A natural or legal entity engaged in research. In most cases, it is the **Research Institution**, which is applying for the provision of Targeted Aid by submitting a Project Proposal.



## BENEFICIARY

The Research Organization in whose favour a decision has been made to provide grant funds to carry out a grant project becomes the **Beneficiary**



## APPLICANT

The natural person responsible for the professional quality of the Project Proposal. In most cases, it is the **scientist who is preparing the project**



## INVESTIGATOR

Once the contract has been concluded, the Applicant, in whose case a grant has been awarded, becomes the project **Investigator**



- The Investigator must be an employee of the Research Organization (exceptionally, an employment agreement can be concluded within 4 months from the start of the project). Work based on an agreement on work performed outside of employment, i. e. "employment-like agreements" is not allowed!
- During the Tender Period, the Applicant must not have an employment or similar relationship at any scientific institution in Czechia

# SUBMISSION OF THE PROJECT PROPOSAL and the GRIS app



GRant Information System

(GRIS) is an online application operated by GACR for project administration. It enables Project Proposal submission, communication with GACR, management of awarded projects, submission of Interim and Final Reports, and access to key project information

- The **Project Proposal forms** are available exclusively **in the GRIS app**
- The file created by GRIS app **must not be altered in any way**

## --- How to submit a Project Proposal? ---



DATOVÉ  
SCHRÁNKY

GACR Data Mailbox ID: **ntq92qs**

Subject: **Project Proposal**

Files generated by the GRIS app are to be sent  
without attachments

- Project Proposals can also be sent to the Data Mailbox in bulk (one Research Organization can send Project Proposals of all their Applicants)



We recommend using only **1 user account in the GRIS app**  
so that you do not lose track of all your submitted proposals,  
their evaluation, or ongoing or completed projects

# CONCURRENCE OF PROJECT PROPOSALS

## LIMITS FOR SUBMISSION OF PROJECT PROPOSALS LAUNCHED IN 2027

- In the role of **Applicant or Co-applicant**, it is possible to submit a maximum of **one project proposal** to each of the following categories:
  - **Standard Projects, International Projects and LA Grants**
  - **JUNIOR STAR and EXPRO**
  - **POSTDOC INDIVIDUAL FELLOWSHIP and Restart Grants**

## WITHDRAWAL FROM THE TENDER

In case the Applicant withdraws from the tender or call before submitting another Project Proposal, this Proposal **will not count** towards the annual limit for submission

## SUCCESS IN MULTIPLE TENDERS

Within all public tenders administered by GACR and all calls in which it is involved, for projects launched in 2027, the same individual may be either the Investigator or Co-investigator of no more than one project launched in 2027.

### EXAMPLE



One individual submits two project proposals: one as a Co-applicant to the Standard Projects tender and one as an Applicant to the POSTDOC INDIVIDUAL FELLOWSHIP tender. The individual is successful with both proposals. They may then implement only one project: either the Standard Project as Co-investigator or the JPOSTDOC INDIVIDUAL FELLOWSHIP project as Investigator.



### INTERACTIVE TOOL TO CHECK THE POSSIBILITY OF CONCURRENCE OF PROJECT PROPOSALS

<https://gacr.cz/concurrent-project-proposals-2027/>

# EVALUATION PANEL SELECTION

## DISCIPLINE COMMITTEES

Permanent professional advisory bodies of the GACR Presidium are **Discipline Committees (DC)**. Each committee is composed of the Chairs and Vice-Chairs of the individual panels



**DC1 – Technical Sciences**



**DC2 – Physical Sciences**



**DC3 – Medical and Biological Sciences**



**DC4 – Social Sciences and Humanities**



**DC5 – Agricultural and Biological-Environmental Sciences**



## EVALUATION PANELS

The Evaluation Panels are expert bodies of the Discipline Committees. The panels prepare internal peer reviews of the submitted Project Proposals and prepare recommendations for the Discipline Committee meetings. The panel as a whole evaluates and discusses Proposals in the context of other Proposals. Each of the 38 panels is composed of 8 to 15 experts



### SPECIALIZATION OF EVALUATION PANELS

<https://gacr.cz/en/panels/>



The **selection of the right panel** to which the focus of the Project Proposal falls is **extremely important** for the eventual recommendation for funding

# ELIGIBILITY REQUIREMENTS

- **Professional qualifications** shall be demonstrated in the section explaining the justification of the Project Proposal
- **Organizations**, which **are not a public institution of higher education**, nor a **public research institution**, **must submit a licence** to carry out the activities
- Information about the **beneficial owner of the legal entity** pursuant to the law regulating the registration of beneficial owners
- The **Standard affidavit forms** (documents) as stipulated by Act No. 130/2002 and Act No. 218/2000 **are available on the GACR website**
- Any other required license pursuant to a separate law or regulation shall be submitted if so required by the project (e.g. Act on the Protection of Animals against Cruelty; Act on the Protection of Laboratory Animals; Act on Peaceful Use of Nuclear Energy and Ionising Radiation; Act on the Use of Genetically Modified Organisms and Genetic Products; Nuclear Act)
- Eligibility must be delivered during the Tender Period, i.e. 10 February 2026 - 31 March 2026. It is sufficient to demonstrate eligibility once per organization. **The form is then valid for all tenders and calls announced in the given year**

## How to deliver the eligibility documents?



DATOVÉ  
SCHRÁNKY

### By Data Mailbox

GACR Data Mailbox ID: **a8uadk4**

Subject: **Eligibility**

The form must be signed by a recognized digital signature



### By Mail or in person

Address: Evropská 2589/33b, 160 00 Prague 6

Text on the envelope: **Eligibility**



### Standard affidavit form

<https://gacr.cz/formular-cestne-prohlaseni/>



### Article 2.2 of the Tender Document

# PROJECT PROPOSAL

**Part A** – Basic Identification Data, Abstract and Scientific Aim (Aims of the Project)

**Part B** – Breakdown of the financial items, including the justification for each item, and a definition of the personnel costs

**Part C** (C1 and C2) – Justification of the Project Proposal

**Part D** (D1 and D2) – Information about the Applicant

**Part E** – Information about other projects of the Applicant



All relevant periods are **extended by periods of career breaks** — caring for a child or other dependent, long-term illness or other serious work-related impediments



The entire Project Proposal is completed in English. Failure to comply with this condition is a reason to disqualify the Project Proposal from the tender

**We recommend to check if the Project Proposal is correct and complete using the *Things to Watch For* Checklist**

<https://gacr.cz/checklist-PIF-2027-ENG/>



# PROJECT PROPOSAL - PART A and B

## Part A – Basic Identification Data

**Basic Identification Data** shall be filled in according to the requirements in the **GRIS app**



The primary place of work should be the foreign institution where the Applicant is or was working prior to the project



**The link to the Organization's Gender Equality Plan** is necessary (if not yet adopted, it has to be submitted at the latest before the conclusion of the Grant Agreement)

## Part A – abstract and scientific aim

- **Abstract** — in English; max. 1100 characters incl. spaces
- **Scientific intent** — aims of the Project; in English; max. 300 characters incl. spaces
- If applicable, **priority areas (or sub-areas) of the National Priorities** of Oriented Research, Experimental Development, and Innovations

## Part B – funding

- Information shall be provided **for the entire duration of the project**
- To be completed in English
- All funding shall be **rounded up or down to the nearest thousand** (CZK)
- There is **no set minimum or maximum subsidy** for a project, but the requested **funding must be properly justified** in the Proposal
- Limits are set for personnel costs and additional (overhead) costs, investment costs are not allowed

# PROJECT PROPOSAL - PART C1

## Part C1 – justification of the Project Proposal

- A file created **outside the GRIS app**
- In **PDF** format with maximum size of **6 MB** uploaded into the **GRIS app**
- **Max. size of 10 pages** of A4 format using 11 point font and single spacing



Failure to provide the part C1 (completely in English, to the maximum extent specified) is a reason to disqualify the Proposal from the Public Tender

### Structure and content

- A summary of the current state of knowledge of the subject matter in the given scientific field and a description of the **Applicant's planned contribution** to the research in the given matter and/or related issues
- The nature, relevance, **aims and modalities of the project**, including stages, timetable and expected results
- **Where relevant** (e.g. Medical and Biological Sciences) - **taking into account biological (sex) and gender differences in the issues under investigation**

### EXAMPLE



Research of drugs for depression needs to take into account biological differences in hormone levels, for example the effect of estrogen and testosterone on the effectiveness of treatment

- **Identification of the risks** to the achievement of the project results, including the intensity of such risks, their probability, and ways to minimise the risks
- **A description of the international collaboration** (if planned)
- **Information on the readiness** of the Applicant and his institution
- **Description of the team** — justification of/reasoning behind the participation of technical staff and students. Definition of their roles and expected workload

- A brief description of the research data and ways of handling them (**DMP – Data Management Plan**). Alternatively, the DMP must be submitted no later than the date of submission of the first Interim Report (it has to be updated regularly if necessary)



To prepare a DMP, it is possible to use the **Data Stewardship Wizard** tool or templates based on the Horizon Europe program. More info at: <https://gacr.cz/en/gacr-and-open-science/>

- A brief description of the **potential benefits of the project** and of the potential future application potential
- A brief plan for **how the results of the project will be communicated** to their potential users and the public



**GACR must be always listed as the provider of grant support**

- **References/citations** of the literature and publications used



### **Article 3.2 of the Tender Document**

# PROJECT PROPOSAL - PART C2

## Part C2 – expected project results

### Expected results

- Description in words (in English) of the result types **with an emphasis on quality (not quantity)**
- Only the following **will be recognized as outputs** of the project:
  - Articles published in journals with IF (**Jimp type output**)
  - Articles published in specialised periodicals (**Jsc, Jost type outputs**)
  - Monographs (**B type output**)
  - Chapters in monographs (**C type output**)
  - Articles in proceedings registered in the Scopus database or in the Web of Science Conference Proceedings Citation database (**D type output**)



### Annex 7 to the Tender Document



Classification of a Project Proposal last year in the category of poor quality projects means that the Applicant is disqualified from all tenders and calls of GACR announced this year

# PROJECT PROPOSAL - PART D1 and D2

## Part D1 – CV of the Applicant

The **CV** of the Applicant is to be submitted as a file created outside the GRIS app — a **PDF file** in English of max. **2 pages of A4** format with a maximum size of **1 MB**, font size 11 and single spacing

- A brief structured professional CV
- A list of activities throughout the career in the field which is to be the subject matter of the project
- The Applicant may describe and explain any career gaps and/or drops in research productivity (for example: caring for a child or another dependent)
- Failure to submit the CV completely in English and to the maximum specified extent constitutes grounds for disqualification from the tender

## Part D2 – bibliography of the Applicant

- Entirely **in English**
- Summary of **scientific activities throughout the career** - specific scientific findings or answers to important questions in the field (**track record**)
- **5 significant results**, including contribution to them, number of citations (without self-citations) and in the format according to ISO 690 (or according to citation practices in the field)
- **Total number of citations** (including self-citations) according to WoS or Scopus
- **H-index** according to WoS
- **Any additional facts worthy of notice**
  - Awards received
  - Invited lectures
  - Memberships in editorial boards, evaluation panels
  - Involvement in project teams of significant research projects
  - Teaching activities

# PROJECT PROPOSAL - PART E

## Part E – information on other projects

Details of other projects are to be filled in **in English**

The Applicant provides information on:

- **All GACR projects** in which they **are involved** at the time of submission of the Proposal and applications for projects in which the Applicant **is going to take part**
- **All GACR projects** in which the Applicant has taken part over **the past 5 years**
- **All projects on a similar subject** funded by **providers of targeted aid other than GACR** (including foreign providers) in which the Applicant is participating at the time the Project Proposal is submitted, or in which they have participated in the last 5 years and on applications for projects in which the Applicant is going to take part



Failure to meet these obligations or a provision of incomplete information shall constitute grounds to disqualify the Project Proposal from this public tender

# ELIGIBLE COST ITEMS

## 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 set at **0.70 annually**, the Organization undertakes to ensure that the time spent at the Organization's (subsequently the Beneficiary's) workplace carrying out the Project corresponds to the amount of the Investigator's workload
- The Investigator must carry out the project at the workplace of the Beneficiary in Czechia **on the basis of employment** (employment-like agreements are not allowed)
- The **sum of all workloads** of all other professional collaborators (master's students) and other collaborators (technicians) **must not exceed 1.00**



The sum of all workloads allocated for all projects supported by GACR may not exceed 1.00 for any employee; the Investigator may not take part in any other project supported by GACR in any role

- Funds requested to cover the **Investigator's salary: max. 65,000 CZK/month** (prorated based on the employee's workload vs. FTE);
- Funds requested to cover the salary of other team **members: max. 40,000 CZK/month** (prorated based on the employee's workload vs. FTE)
- Remuneration from agreements on work performed outside the employment relationship **must not exceed CZK 400/hour**

# Material costs

The material costs that may be included among eligible costs are costs of materials, travel costs, costs of other services (incl. intangible assets) and non-material costs, and additional (overhead) costs



These costs can only be included if they are used in direct connection with the grant project, or, where appropriate, the proportion of them that relates to the project. Their amount must be proven by a separate document or by other objective means (e.g. measurement)



The costs of other services may include the costs of publishing results in the form of Open Access, the costs of managing research data and creating a Data Management Plan

- Additional (overhead, indirect) costs may include, for example, administrative costs, infrastructure costs, costs for the care of children of project participants and other dependants, or other costs incurred in the project
- The subsidy for additional (overheads) costs may amount to a maximum of **20%** of the eligible other non-investment costs (i.e. excluding overheads themselves)
- Unspent funds from additional (overhead) costs cannot be carried over to subsequent years (neither within the earmarked fund nor within the carry-over of unspent earmarked funds) and must be spent or returned to GACR in accordance with the Tender Documentation in the year in question

# ATTACHMENTS

## Only the following attachments are allowed:

- Copies of the special authorizations/licences as per separate legislation, if required by the project; see [page 9](#) of this guide
- Photocopy of the certificate of the completion of a Ph.D. programme or an affidavit of a defence; see [page 4](#) of this guide
- In the case of the total value of deliveries from a single supplier exceeds 750,000 CZK over the entire project duration, the Applicant must submit an offer from the supplier, including the supplier's identification, the subject of the delivery, and a preliminary price. Additionally, two competing offers and a justification for the selection must be provided. If the Applicant has a general agreement with the supplier for the delivery, it must also be submitted
- If the Research Organization does not have its own Data Mailbox, it must **provide a power of attorney**, which must be submitted to GACR in a verifiable manner, such as by mail or in person

## Optional attachment:

- A list of potential foreign reviewers to whom it would be **inappropriate to send the Project Proposal for evaluation**, including an explanation



The enclosure of attachments other than those listed above constitute grounds to disqualify the Project Proposal from the Public Tender

# EVALUATION OF PROJECT PROPOSAL

## Basic evaluation criteria

- **Originality, quality, overall standard** of the Proposal
- **Competence and qualifications of the Applicant** to carry out the grant 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 strategic tools for developing human potential and improving working conditions

## Evaluation of quality and level of Proposal

- The evaluation is carried out in terms of the **focus of the panel** to which the Proposal has been submitted
- **The focus area of the project:**
  - The **potential for a breakthrough** and the degree to which the proposed research **addresses important challenges**
  - The **ambition of the research project**, and how far the proposal goes beyond the current status quo
- **Proposal of solution methods:**
  - 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 aims and to which the project proposal involves new methods
  - The adequacy and justification of the timetable, resources and time commitment of the Applicant shall be assessed
- **The quality of expected project outputs** - the expected level and usefulness of the project results is assessed
- **International experience** – the quality and length of the Applicant's international activities to date
- The process, outputs and methods of carrying out any previous projects by the Research Organization and Applicant financed by GACR (if there are any)

# Evaluation of the proposed costs

- Appropriateness of the proposed costs and the amount of workload, in relation to the aims and anticipated results of project
- Legitimacy of individual items of the proposed costs
- Proportion of funds requested from GACR in the total amount of proposed costs (i.e. the proportion of funding from GACR)
- Satisfaction of the requirements for the volume and definition of eligible costs pursuant to Article 3.2. para. 5 to 8 and Article 3.3. of the Tender Document

## Evaluation process

- The **evaluation of Proposals** takes place in **two phases** and within **three levels**



The GRIS app automatically prevents conflicts of interest - no evaluators participate in project discussions where they have a conflict of interest



Evaluators are bound by the **Code of Conduct for the Reviewers of Project Proposals**  
<https://gacr.cz/code-of-ethics-reviewers/>

- Limitation of panelists' term of office to a **maximum of 4 years**



The result of the evaluation of the Project Proposal by the panel can be found after the tender in the GRIS app in project detail - Evaluation Protocol. The individual assessments can be found in the "Project Evaluation Results" tab

# EVALUATION PROCESS

## first phase

1 Two to three rapporteurs and two evaluators, who are experts on the subject, evaluate the project



3 At its meeting, the panel assesses the project on the basis of the evaluations of the rapporteurs and evaluators and proposes its classification



5 Foreign reviewers evaluate the project that has advanced



7 The panel discusses all project evaluations and proposes a ranking of all projects



9 The GACR Presidium makes the final decision on which projects to finance.

Applicants can see their reviews in the GRIS app



Inspired by the European Research Council process

2 All panellists\* become acquainted with all projects and their evaluations



4 The panel's classification is reviewed by the Discipline Committee, which agrees on the classification of the project



50% of projects

6 Each panellist\* individually becomes acquainted with the project and all the evaluations that have so far been made and classifies the project



8 The Discipline Committee discusses the rankings proposed by the panels and determines the final ranking



8

\* Except for panelists who have a conflict of interest

# CHANGES IN THE COURSE OF THE PROJECT

## Allowed changes to the project

- Change in the approved costs or change in the amount of the grant funds
- Change of the Beneficiary
- Modification of the individual milestones which must, however, be properly explained in the Interim Subject-Matter Report



Changes of the Investigator, the aim, or the subject matter of the Grant Project, are inadmissible

## Changes allowed without an amendment to the Agreement

These changes are justified in the **next Interim or Final Report**:

- Redistributions between and among the items of basic structure of the grant funds (personnel and material)
- Redistributions between the basic structure items up to CZK 100,000
- An increase in the approved costs (co-financing) 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 GACR

## Example of cases worth of special consideration:



Maternity and parental leave



Serious illness



Other serious barriers to work, e.g. long-term care for a dependent

## In these situations, the Beneficiary may request:



**Intermission in the Project**, for a total of **6 to 18 calendar months**



**Reduction** in the Investigator's **workload**, even below the minimum workload limit set in the Tender Document



**Extension of the project duration**, but not **more than 18 months**, the Beneficiary shall use the unspent funds carried over to the following period to finance the costs incurred at the time of the extension. Alternatively, it may request an increase in the total cost of the project from its own resources



**Specific measures** taken to reconcile the family and professional life of the researchers can be found on the **GACR website**

<https://gacr.cz/rodicovstvi/> (only in Czech)



# EVALUATION OF THE PROGRESS OF THE PROJECT

## Evaluation of an ongoing project

- Evaluation is carried out annually on the basis of the Interim Reports submitted and after 2 years, on the basis of the Interim Subject-matter Report
- For each year, financial management and publication outputs are reported

### **The criteria:**

- The progress of the work and the achievement of the aims compared to the plan
- 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 outputs specified at [page 14](#)

- The fulfillment of prerequisites for the continuation of the Project will be assessed:
  - Prerequisites are met: the Beneficiary will receive Grant Funds for the following year of the Project
  - Prerequisites are not met: GACR may terminate the Grant Funding Agreement

## Evaluation of a completed grant project

- Carried out by the relevant Discipline Committee based on the assessment by the Evaluation Panel, on the basis of the Final Report and the results of the financial management audit
- The Subject-Matter Final Report is typically completed one year following the year in which the funding of the Project ended. The submission of this Report may be postponed by six months upon the request of the Beneficiary.
- Information on the drawdowns and use of financial funds shall be submitted according to the instructions and by the deadlines specified on the Provider's website at <https://www.gacr.cz>.

### **The project shall be graded as "Incomplete" in the following cases:**

- Not all parts of the Final Subject-Matter Report have been delivered
- Conditions for submitting results to RIV were not 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 4.4. para 4. of the Annex 4 to the Tender Document

# CONTACTS



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Mon-Thr: 9:00—16:00

Fri: 9:00—15:00



**E-mail**

**info@gacr.cz**



**FAQ**

**<https://gacr.cz/faq>**



## HELPDESK

**<https://info.gacr.cz>**



This handbook provides practical and only brief information on the processes related to the GACR grants.  
This guide does not replace the [Tender Document](#)



Any use of the masculine gender refers to individuals regardless of their gender identity