

Call for 2024 Internal Grant Competition (IGC)

The Internal Grant Agency of the Prague University of Economics and Business (VSE) announces an open call for projects to be launched in 2024 as part of the competition supporting specific higher education research carried out by PhD and master's study programme students. The Internal Grant Competition (IGC) is primarily intended for doctoral students.

Within IGC the proposer can apply for support of a faculty student scientific project or for support of a faculty project for the organisation of a student scientific conference held in the Czech Republic. The applicant acting as principal researcher may submit only 1 application for a scientific project and 1 application for the organisation of a student scientific conference, and may participate as a research team member of other projects (this does not apply to applications for project continuation). The proposer shall submit an application in English.

A faculty project is a project addressing a theme involving fields of the given faculty with a research team primarily consisting of academic staff and students of the given faculty.

The grant application may be submitted by a student of the doctoral study programme at VSE, or a member of academic staff at VSE organising research activities of doctoral students. Other research team members are students of a doctoral study programme and students of a master's study programme at VSE, members of academic or R&D staff at VSE. In case the project proposer is a student of the doctoral study program at VSE, the proposer's supervisor is always a member of the research team, acting as research project guarantor.

The number of students of doctoral and master's study programmes in a research team is at least equal to the number of other members of the research team. The research team consists of a maximum of 50 persons.

The IGC scientific project duration is 12 – 36 months. As regards the organisation of a student scientific conference, the project duration is 12 – 24 months.

Application closing date: 14 December 2023
Project start date: 1 March 2024
Project end date: the end of February of the calendar year following the last calendar year when the support was granted

The grant application is submitted through the faculty grants administrator via the electronic form in the InSIS system. The IGC Project Card is part of the grant application and the proposer shall submit it for approval in InSIS. The annotation of an application supporting a project for the organisation of a student scientific conference must include: the place, the date and the content of the conference.

The deadline for submitting applications for continuation of multiannual projects is the same as the deadline for submitting applications for new projects. The application for project continuation includes a progress report. The application for project continuation is electronically submitted via a form in InSIS through the faculty grants administrator.

The final report on a completed project is submitted in InSIS through the administrator by 20 January of the calendar year following the last calendar year of the support.

Financial support shall not exceed CZK 3 000 000 for a doctoral student project per one calendar year, or CZK 5 000 000 for a research project in case the investigator is a member of academic staff.

The grant may cover:

- scholarships of students,
- wage costs (academics' wages),
- material costs (material, low-value assets, books, software-material, etc.),
- costs or expenditure for services (contracts, consultations, consultancy, book borrowing, publication and editing costs, software-services, national conference registration fees, etc.),
- travel costs (e.g. reimbursement of travel expenses of researchers incurred in connection with domestic or foreign travel or costs of active participation in conferences in case they are directly associated with the project, foreign conference fees),
- social and health insurance (33,8 % of wage costs),
- other labour costs based on the agreement to perform work or the agreement to complete a job concluded in connection with the project.

The financial allocation also covers indirect costs (15 % of the total amount for the project).

Only non-investment costs can be covered by the grant. It is not possible to finance educational events such as study visits, internships, etc. from research funds (IGC grants). Nor is it possible to reimburse pedagogical or administrative activities from this financial allocation.

The scholarship funds are intended for researchers - doctoral students and co-researchers - students of master's and doctoral studies at VSE in full-time or combined form of study.

The share of labour cost or expenditure (including scholarships) in connection with doctoral and master's study programme students participating in the student project as researchers or other members of the research team must be at least 75 % of the total amount of labour costs or expenditures (including scholarships), reimbursed on the basis of eligible costs of the student project.

The financial support may be used to cover the costs of a student project carried out at a research workplace of a legal person other than VSE only if at this workplace, on the basis of an agreement between the legal person and VSE, pursuant to Section 81 of Act No. 111/1998 Sb., on higher education institutions and on amendments and supplements to some other acts (the Higher Education Act), as amended by Act No. 473/2004 Sb., an accredited study programme is realised, which the students who are members of the research team study.

In the proposed project it is necessary to specify more precisely data relating to the first year of the project, such as the titles and dates of conferences, foreign travel and literature purchase. In case of multiannual projects, the researcher must specify these data for the next year in the application for project continuation. In case of an application for support of a new project, the proposer is required to provide evidence of publication outputs of the previous project supported by IGC funds.

The researcher is responsible for the quality of the proposed project, financial aspects and compliance with labour law regulations. In case that the researcher is a doctoral student, the responsibility lies with both the researcher and the guarantor for the project from the scientific point of view.

The composition and size of the research team specified in the application must correspond to the project objectives, expected content and volume of work.

The IGC project output must be assigned to just one IGC project at a time. The publication outputs must state that the work was carried out with the financial support of the Internal Grant Agency of the Prague University of Economics and Business, including the project number. For the purposes of evaluation, the researcher must prepare a list of publication outputs resulting from the project results as required by the FGC.

Grant applications submitted after the deadline are excluded from the competition.

Recommended criteria for the evaluation of grant proposals by reviewers, suggestions for evaluation of final reports of student scientific projects within IGC, FAQ and other information are available at the website of the Office for Science and Research - Science & Research Support - Grants - Internal Grant Competition.

Prague on 11 October 2023

prof. Ing. Mgr. Martin Lukeš, Ph.D.
Grant Committee Chairman