



**THE WARSAW UNIVERSITY OF TECHNOLOGY**  
**Resolution No. 3/2023**  
**of the Scientific Council of the Research Centre for POB**  
**Cybersecurity and Data Science**  
**of 4 October 2023**

on the announcement of the CyberLab-3 competition for projects aiming to improve equipment as part of the implementation of the “Excellence Initiative – Research University” programme at the Warsaw University of Technology

Under § 7 section 2 items 2 and 3, pursuant to § 4 section 2 item 6 of the Regulations for Research Centres for Priority Research Areas (POB) of the Warsaw University of Technology, constituting an annex to the PW Rector’s Regulation No. 38/2020 of 26 February 2020 on establishing Research Centres for Priority Research Areas (POB) as part of the implementation of the “Excellence Initiative – Research University” programme at the Warsaw University of Technology, it is resolved as follows:

§ 1

1. The CyberLab-3 competition for projects aiming to improve equipment is announced as part of the implementation of the “Excellence Initiative – Research University” programme at the Warsaw University of Technology.
2. The competition is implemented under the principles specified in the Regulations for the CyberLab-3 competition for projects aiming to improve equipment, hereinafter referred to as “Regulations”, constituting an annex to the Resolution.
3. The closing date for applications is 3 November 2023.
4. The maximum implementation time for a project as part of the competition is 15 months, from the day of concluding the agreement.

§ 2

The Resolution enters into force upon adoption.

Secretary of the Scientific Council of  
the Research Centre for  
POB Cybersecurity and Data Science

Chairperson of the Scientific  
Council of the Research Centre for  
POB Cybersecurity and Data Science

.....

.....



## **REGULATIONS FOR THE CYBERLAB-3 COMPETITION FOR PROJECTS AIMING TO IMPROVE EQUIPMENT**

### **§ 1**

#### **GENERAL PROVISIONS**

1. The CyberLab-3 competition for projects aiming to improve equipment, hereinafter referred to as “competition”, is announced as part of the implementation of the “Excellence Initiative – Research University” programme at the Warsaw University of Technology, hereinafter referred to as the “IDUB programme”.
2. The main objective of the competition is to provide financial support for the creation of a new and development of the current research infrastructure, hereinafter referred to as “equipment/software”, facilitating research at the highest level, increasing the recognition of the Warsaw University of Technology on the national and international arena, as well the achievement of indices declared in the IDUB programme, which specifically include:
  - 1) increasing the scientific activity of the University’s employees and doctoral students;
  - 2) publications of papers in scientific journals from the upper decile according to CiteScore of the Scopus database, in accordance with the list published in the announcement of the competition, or at least rated with 140 points, or in reviewed conference publications for 200 points from the current list of the Ministry of Education and Science;
  - 3) increasing international scientific exchange and cooperation with leading foreign universities and scientific institutions.
3. The scope and topic of the proposed project, for which funding as part of the competition is requested, shall concern research in the field of cybersecurity and data science or related issues that fit into the area of activity of the Priority Research Area “Cybersecurity and Data Science”, hereinafter referred to as “POB Cyber&DS”.
4. The project outcome shall facilitate groundbreaking research in the field of cybersecurity, data science, or related issues that fit into the area of the activity of POB Cyber&DS.
5. Any reference to equipment/software in these Regulations shall mean a device or sets of research, measurement, or laboratory equipment and scientific software. Scientific and research equipment does not include computer equipment and other devices not used directly for the implementation of R&D work.
6. Co-financing of one project by the IDUB programme shall be no lower than PLN 100,000 and no higher than PLN 350,000. The amounts given are gross.
7. The total project budget shall include the obligatory own contribution of the entity in the amount of at least 30% of the total value of the purchased equipment/software.
8. The own contribution of the implementing unit may be financed by more than one PW organisational unit based on an agreement concluded before submitting the application, regulating the rules of cooperation and use of equipment/software. The implementing unit is the unit in which the applicant is employed.
9. The total budget of the project shall only be the cost of purchasing the equipment/software. The final value of the purchase of equipment/software shall result from the contract signed by the implementing unit with the supplier and the VAT invoice issued on its basis.
10. If the value of the purchase of equipment/software is lower than specified in the application,



subject to section 7, the percentage share of co-financing under the IDUB programme and own contribution of the implementing unit shall remain unchanged.

11. If the final value of the purchase of equipment/software is higher than specified in the application, the amount of co-financing under the IDUB programme shall remain unchanged, and by the decision of the implementing unit, the amount of own contribution shall be increased.

## § 2

### **PRINCIPLES FOR SUBMITTING APPLICATIONS**

1. An applicant/head of the project may be a research or research/teaching employee with a doctoral degree, employed at PW as the primary place of employment.
2. An applicant may submit only one application.
3. The application prepared in accordance with the template constituting Annex No. 1 to these Regulations shall be submitted using the online form available on the website [www.badawcza.pw.edu.pl](http://www.badawcza.pw.edu.pl).
4. The closing date for applications as part of the competition shall be 3 November 2023 at 23:59.
5. The application shall include a declaration of achieving measurable final outcomes, corresponding to the IDUB programme indices, including:
  - 1) obligatory: submitting by the head of the project an application(s) for external financing, which has passed at least a formal evaluation, preferably under an international programme, for the total amount obtained for the Warsaw University of Technology constituting at least twice the amount of the funding awarded under the competition for projects aimed at improving the equipment;
  - 2) optional:
    - a) publication of papers in scientific journals and reviewed conference publications from the upper decile according to the CiteScore of the Scopus database, according to the list published in the announcement of the competition,
    - b) establishing or developing cooperation with leading foreign universities and/or scientific institutions completed with the submission of a research application and/or scientific publications as part of international cooperation,
    - c) establishing cooperation with industrial partners, completed with obtaining funding for research in an amount constituting at least twice the funding awarded under the competition aimed at enhancing the equipment and instrumentation.
6. The head of the project shall achieve the outcomes declared in the application within two years of the date of completion of the project.

## § 3

### **COMPETITION PROCEEDINGS AND PRINCIPLES FOR EVALUATION OF APPLICATIONS**

1. The Scientific Council of the Priority Research Area “Cybersecurity and Data Science”, hereinafter referred to as the “Scientific Council of POB Cyber&DS”, shall conduct the competition proceedings, evaluation, and grant approval of the project.
2. The Chairperson of the Scientific Council of POB Cyber&DS shall select at least two reviewers for the evaluation from the Council members. The reviewers shall be selected to avoid a conflict of interests and ensure an objective and unbiased evaluation.
3. The evaluation criteria shall include:
  - 1) the quality and innovativeness of research tasks to be implemented using the purchased equipment/software (40 points);

- 2) the usefulness of the purchased equipment/software in the implementation of tasks ensuring its optimal use during the implementation of the project and a plan for the use of the equipment after the completion of the project (30 points);
- 3) the applicant's and team's scientific output (20 points);
- 4) the possibility of using the purchased equipment/software in teaching (10 points).
4. Applications with the highest score whose total budget does not exceed the pool of funds allocated for the competition shall receive the funding.
5. The final amount of funding may be negotiated with the applicant with the consent of the Scientific Council of POB Cyber&DS,
6. A list of applications eligible for funding (including the applicant's name and surname, the unit in which the applicant is employed, the project title, and the amount of funding) shall be published on the website [www.badawcza.pw.edu.pl](http://www.badawcza.pw.edu.pl) by 8 December 2023.
7. Reviews of applications shall be available upon applicants' written request.

#### § 4

### PRINCIPLES FOR PROJECT IMPLEMENTATIONS

1. The signing of the agreement in accordance with the template in Annex No. 2 to these Regulations is a prerequisite for the commencement of the project implementation.
2. Agreements with the implementing units, mentioned in section 1, shall be prepared by the Excellence Initiative Research University Project Office, hereinafter referred to as "the IDUB Project Office."
3. The date of commencement of the project is the date of signing the agreement, while the deadline for its completion shall expire 30 days from the date of signing the record of approval of the equipment/software, while the implementation period may be no longer than 15 months.

#### § 5

### PRINCIPLES FOR THE SETTLEMENT OF PROJECTS

1. Individual reports, drawn up in accordance with the template in Annex No. 3 to these Regulations, shall be submitted to the IDUB Project Office within 2 months of the completion day of the project.
2. The final report, drawn up in accordance with the template in Annex No. 4 to these Regulations, shall be submitted to the IDUB Project Office within 24 months of the completion of the project.
3. The project execution shall be evaluated by the committee appointed by the Scientific Council POB Cyber&DS. The result of the evaluation shall be recorded in accordance with the template in Annex No. 5 to these Regulations.
4. If required, upon request of the Head of the Management Team for the IDUB project, the projects may undergo an ad hoc audit involving the submission of additional explanations and/or reports on the compliance of the implementation of the factual or financial side with the approved application for funding, and the provisions of the agreement on the project implementation.
5. PW employees, doctoral students, and students shall use the affiliation with *Politechnika Warszawska* or *Warsaw University of Technology* in the publications including the results obtained with the purchased equipment/software. All publications, presentations and conference reports prepared as part of the project shall be signed as follows:



*The research was carried out on devices co-funded by the Warsaw University of Technology within the Excellence Initiative: Research University (IDUB) programme.*

or

*Badania przeprowadzono na urządzeniach, współfinansowanych przez Politechnikę Warszawską w ramach Programu Inicjatywa Doskonałości – Uczelnia Badawcza (IDUB).*

6. Failure to achieve the assumed outcomes of the project shall prevent the head of the project from applying for projects within all subsequent IDUB project competitions. Application for project funding shall be possible only after achieving the outcomes declared in the previously implemented project.
7. All matters unregulated herein shall be settled by the Vice-Rector for Development.

## **§ 6 GENERAL DATA PROTECTION REGULATION CLAUSE**

Under Article 13 of the Regulation (EU) 2016/679 of the European Parliament and of the European Council of 27 April 2016 on the protection of natural persons concerning the processing of personal data and the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation, Journal of Laws EU L 119/1 of 4 May 2016), hereinafter referred to as „GDPR”, the Warsaw University of Technology announces that:

1. The administrator of your personal data is the Warsaw University of Technology with its registered seat at pl. Politechniki 1, 00-661 Warsaw.
2. The administrator has appointed the Inspector for Data Protection (IOD - Inspektor Ochrony Danych), who ensures that the data are processed lawfully, and can be contacted via email: [iod@pw.edu.pl](mailto:iod@pw.edu.pl): [iod@pw.edu.pl](mailto:iod@pw.edu.pl).
3. The administrator shall process the personal data included in the application for the project and intermediate and final reports on the project implementation.
4. Your personal data shall be processed by the Administrator to fund the project in the CyberLab-3 competition for projects aiming to enhance equipment and instrumentation – under Article 6 section 1 point f) of GDPR.
5. The Warsaw University of Technology shall not transfer your data outside the European Economic Area.
6. You shall have the right to access your personal data, the right to request the correction or deletion of the data, the right to request a restriction to process your personal data, and object to processing your data. Since the data are not processed based on your consent, the right to data portability does not apply.
7. Your personal data shall not be disclosed to any other entities (administrators) except for the entities entitled, in compliance with generally applicable laws.
8. Entities (processing entities) commissioned by the Warsaw University of Technology to perform actions that may relate to personal data processing may have access to your personal data.
9. The Warsaw University of Technology shall not subject you to automated decision-making, including your profiling.
10. You shall provide your personal data voluntarily. Nevertheless, failure to do so renders it impossible to participate in a competition for projects aiming to improve equipment and instrumentation.
11. Your personal data shall be processed during the implementation of the IDUB Project and for perpetual archiving.
12. If you think your data protection rights as specified in GDPR have been breached, you have the right to lodge a complaint to a supervising body – the Polish Data Protection Commissioner.



## **APPLICATION**

### **as part of the CyberLab-3 competition for projects aiming to improve equipment**

#### **A. KEY DATA**

1. Personal data of the applicant (head of the project)
  - *First name and surname, title/academic degree, position, place of employment, represented academic discipline, personal SAP number*
2. Name of equipment/software (*in Polish and English*):
3. Project summary in Polish (*up to 400 words*):
4. Project summary in English (*up to 400 words*):
5. Planned period of the project implementation (in months, maximum 15 months):

#### **B. PROJECT DESCRIPTION**

1. A substantive description of research tasks in which the equipment/software is to be used, with an emphasis on the area of activity POB Cyber&DS and a description of scientific research or development work, or other tasks for which the planned investment is indispensable (up to 2000 words).
2. A description of the equipment/software with a justification for the amount of planned expenses (up to 1000 words).
3. A description of the methodology of using the purchased equipment/software, also after the project completion (up to 1000 words).
4. Members and scientific output of the team implementing research tasks.
5. A declaration of measurable outcomes of the implementation of the investment:

No.	Type of outcome	Declared value	Comments (e.g. a succinct description of the type of outcome including patents, implementations, etc., innovations, information on the type and number of publications, planned journals, type and date of the competition in which the grant application will be submitted)
1	Obtaining external research funding (applications for external funding which have passed at least a formal evaluation, for a total amount at least twice as high as the funding obtained as part of the grant)		<b>(obligatory)</b>
	including international projects (i.e. - with a foreign source of funding, e.g. within the EU, NATO programmes, etc. or - with a Polish source of funding but the project is implemented in cooperation with a foreign partner, who simultaneously obtains the funding in their country, i.e. NCBR or NCN international programmes)		



2	Publications of papers in scientific journals and papers reviewed in conference publications from the upper decile according to CiteScore Scopus database. (minimum requirement: the paper must be approved for printing)		
	including international cooperation		
3	Commencement or development of cooperation with leading foreign universities		
	and/or research institutions completed with submitting a research application and/or scientific publications as part of an international cooperation		
4	Commencement of cooperation with industrial partners, completed with obtaining funding for research minimum twice as high as the research project budget		
5	Other outcomes		

### **C. PROJECT COST ESTIMATE**

Equipment/software (according to the data from item B2): including: PLN.....

Funding from the IDUB project PLN.....

Own contribution (min. 30%) ..... % i.e. PLN.....

.....  
 (stamp and signature of applicant) (stamp and signature of Bursar's representative)

.....  
 (stamp and signature of Faculty Dean) (stamp and signature of Director of Institute)

**By submitting this Application, I accept that if the funding is granted, the name and surname of the head of the project, as well as the project title and the amount of the awarded funding will be published in the information on the competition and its results.**



**AGREEMENT No. (number given by the IDUB Project Office)  
on funding investment in the CyberLab-3 competition for projects aiming to improve  
equipment announced by the Scientific Council of the Research Centre for POB  
Cybersecurity and Data Science as part of the “Excellence Initiative– Research  
University” project implemented at the Warsaw University of Technology**

concluded on..... between

*Professor Małgorzata Lewandowska - Head of the Management Team of the „Excellence Initiative– Research University” project at the Warsaw University of Technology,*  
hereinafter referred to as the “Head of IDUB”

and

*«Name of the unit – Faculty or Institute»,*

represented by:

*«Head of the unit » - «Function of the Head of the unit»,*  
hereinafter referred to as “Implementing Unit.”

1. The Head of IDUB shall transfer funds for implementing CyberLab-3 projects aiming to improve equipment amounting to PLN «Total amount» (in words PLN «Amount in words») to the Implementing Unit in accordance with the list attached as Annex No. 1 to the Agreement.
2. The amount referred to in section 1 shall be the amount of funding from the IDUB project for the purchase of the equipment/software. The Implementing Unit shall pay its own contribution.
3. The Implementing Unit shall purchase the items specified in applications constituting an integral part of this agreement in compliance with:
  - 1) generally applicable laws;
  - 2) provisions of this agreement;
  - 3) principles arising from the competition documentation including terms and conditions of the CyberLab-3 competition for projects aiming to improve equipment;
  - 4) the information included in the application for funding;
  - 5) internal regulations applicable at the Warsaw University of Technology.
4. If the purchasing price of the equipment/software is higher than the amount specified in the application, the Implementing Unit’s contribution shall be increased, or this agreement shall be terminated upon written request of the Implementing Unit.
5. The parties shall accept the day of signing this agreement as the commencement date of the project, and the project shall be completed within 30 days of signing the record of equipment/software approval, but the period of project implementation may be no longer than 15 months. The beginning of operation of the purchased equipment/software shall be confirmed by a letter from the head of the project to the Chairperson of the Scientific Council of the Research Centre for POB Cyber&DS.
6. The head of the project shall achieve the outcomes specified in the Application within two years of the completion of the project implementation, in compliance with the IDUB project indices.
7. The funding granted for the implementation of the project shall be at the disposal of the head of the Implementing Unit in agreement with the head of the project.
8. The Implementing Unit shall make available any items of property of the unit indispensable for the implementation of the project and shall provide administrative and accounting





services.

9. The Implementing Unit shall keep separate accounting records for the project.
10. The funding transferred to the Implementing Unit and unused until the completion of the individual projects shall return to the Head of IDUB.
11. The final acceptance of the implementation outcomes shall be given by a committee appointed and working in a mode specified by the Regulations of the competition.
12. Any amendments to the provisions of this Agreement shall require concluding an annex in writing.
13. Annexes to this agreement shall constitute its integral part.
14. This agreement has been executed in two counterparts, one for each Party.

**Annexes:**

- 1) A list of projects eligible for funding
- 2) Applications for funding (2.1 Application for funding a project No. 1, 2.2 Application for funding a project No. 2), ...

***Head of IDUB***

***Implementing Unit***

.....  
*(stamp of IDUB Project Office)*

.....  
*(stamp of unit)*

.....  
*(stamp and signature of Head of IDUB)*

.....  
*(stamp and signature of head of unit)*

.....  
*(stamp and signature of Bursar's representative)*

.....  
*(stamp and signature of Bursar's representative)*

.....  
*(stamp and signature of head of project)*



Annex No. 1 to Agreement

**A list of projects eligible for funding:**

No.	Applicant (title/degree, first name and surname)	Faculty/Institute	Project title	Amount of funding
1.				
2.				

.....  
(signature of chairperson of competition committee)



**TEMPLATE FOR INDIVIDUAL REPORT**  
**on the implementation of the CyberLab-3 project aiming to**  
**improve equipment**

Head of the project:

.....

Project name:

.....

**A list of purchased equipment/software (please attach a copy of the invoice and the record of approval):**

No.	Name	Amount	including		
			IDUB	Own contribution	% of own contribution
1.					
2.					
...					
<b>Total:</b>					

.....  
(stamp and signature of Bursar's representative)

.....  
(stamp and signature of head of project)

.....  
(stamp and signature of Faculty Dean)

.....  
(stamp and signature of Director of Institute)



**TEMPLATE FOR FINAL REPORT  
on the implementation of the CyberLab-3 project aiming to improve equipment**

Head of the project:

.....

Project name:

.....

**Table of measurable outcomes of the project implementation confirmed by annexes (In compliance with the table in item B.2 of the application as part of the CyberLab-3 competition for projects aiming to improve equipment).**

No.	Type of outcome	Declared values	Achieved values	Details of achieved indices/ actions taken to achieve them (including the publication title, type, and date of the competition, a list of units the cooperation with which contributed to achieving the outcome, etc.)
1	Obtaining external funding for research			
	including as part of international projects			
2	Publication of papers in journals and reviewed conference publications according to CiteScore of the Scopus database, (paper approved for printing),			
	including as part of international cooperation			
3	Commencement or development of cooperation with leading international universities or research institutions completed by submitting a research application and/or scientific publications as part of international cooperation			
4	Commencement of cooperation with industrial partners, completed with obtaining funding for research minimum twice as high as the research project budget			
5	Other outcomes			

.....  
(stamp and signature of head of project)

.....  
(stamp and signature of Faculty Dean)

.....  
(stamp and signature of Director of Institute)



## RECORD OF EVALUATION AND APPROVAL OF THE PROJECT

Head of the project:

.....

Project name:

.....

### COSTS

Planned PLN ....., incurred PLN .....

Own contribution:..... %

The purchased equipment/software complies with the application.

YES

NO

The required outcomes have been achieved.

YES

NO

### COMMITTEE

Chairperson: .....

Members: 1. ....

2. ....

3. ....

### COMMITTEE'S DECISION

The Committee hereby confirms that the project:

has been correctly implemented.  has been partially implemented.  has been incorrectly implemented.

Committee's comments:

The Committee requests the financial settlement of the entire project, i.e. PLN .....

The Committee requests a return of the amount of PLN ....., in accordance with section 10 of the Agreement.

.....  
date

.....  
stamp and signature of chairperson of committee

<b>Date:</b>	
<b>Stamp and signature of the Head of IDUB:</b>	

### Annexes:

- 1) Individual report on the project implementation
- 2) Final report on the project implementation