



THE WARSAW UNIVERSITY OF TECHNOLOGY

Resolution No. 4/2023

of the Scientific Council of the Research Centre for the Priority Research Area  
(POB) Materials Technologies  
of 09 October 2023

on the announcement of the DEMO Materials-2 competition for research grants for first-cycle, second-cycle, and long-cycle Master's programme students 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, in connection with §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 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. We hereby announce the DEMO Materials-2 competition for research grants for first-cycle, second-cycle, and long-cycle Master's programme students as part of the implementation of the "Excellence Initiative – Research University" project at the Warsaw University of Technology, hereinafter referred to as "DEMO Materials-2 competition".
2. The DEMO Materials-2 competition shall be implemented in compliance with the principles specified in the Regulations constituting an annex to this Resolution.
3. The closing date for applications is 10 November 2023.
4. Research grants implemented as a result of the competition DEMO Materials-2 shall be completed within 6 months.

§ 2

The Resolution enters into force upon adoption.

Chairperson of the Scientific Council of  
the Research Centre for POB

.....



## **REGULATIONS FOR THE DEMO MATERIALS-2 COMPETITION FOR RESEARCH GRANTS FOR FIRST-CYCLE, SECOND-CYCLE, AND LONG-CYCLE MASTER'S PROGRAMME STUDENTS**

### **§ 1**

#### **GENERAL PROVISIONS**

1. The DEMO Materials-2 competition aims to support the scientific development of first-cycle, second-cycle, and long-cycle Master's programme students at the Warsaw University of Technology, increase their scientific activity and enable them to develop scientifically in the field of materials technologies.
2. The budget of the DEMO Materials-2 competition shall amount to PLN 100 000 and a maximum budget for one research grant shall amount to:
  - 1) PLN 10,000 for an individual grant;
  - 2) PLN 20,000 for a collective grant.
3. Applicants for a research grant shall declare to achieve the outcome which involves the development and preparation of a demonstrator, i.e. a product in the field of materials technologies, designed and manufactured independently by applicants.
4. The grant outcome shall be used as promotional material by the Research Centre for the Priority Research Area Materials Technologies, hereinafter referred to as "POB TM".

### **§ 2**

#### **PRINCIPLES FOR SUBMITTING APPLICATIONS**

1. Applicants for the DEMO Materials-2 competition may be the first-cycle, second-cycle, and long-cycle Master's programme students of fields of study thematically related to the POB TM activity.
2. The application shall be submitted by an academic supervisor on behalf of a student or a group of students. The supervisor shall give written consent to the project supervision.
3. An academic supervisor, and thus an applicant, may be an employee of the Warsaw University of Technology included in the N number, who conducts a scientific activity in the field of POB TM.
4. The applicant may submit a maximum of two applications.
5. The application prepared in accordance with the template constituting Annex No. 1 to the Regulations shall be sent to an e-mail address [pob.materials@pw.edu.pl](mailto:pob.materials@pw.edu.pl).
6. Grant implementers shall achieve the following outcomes during the grant implementation, corresponding to the strategic actions of POB TM and indices of the IDUB programme:
  - 1) Obligatory - the development of the project and production of the declared demonstrator;
  - 2) Optional - the publication of a paper in a scientific journal or reviewed conference publications.



### § 3

## COMPETITION PROCEEDINGS AND PRINCIPLES FOR THE EVALUATION OF APPLICATIONS

1. The Scientific Council of POB TM shall conduct the competition procedure, and evaluate, approve, or reject the grant.
2. The evaluation criteria shall include:
  - 1) the unconventionality, originality, and uniqueness of the proposal (30%);
  - 2) the evaluation of the methodology and possibility of implementation of the topic (40%);
  - 3) the justifiability of planned costs (30%).
3. Applications with the highest score, whose total budget does not exceed the pool of funds allocated for the DEMO Materials-2 competition, are eligible for funding.
4. The list of applications declared as eligible for funding (including the applicant's name and surname, name of the unit from which the applicant comes, the grant title, and the amount of funding) shall be published on the website [www.badawcza.pw.edu.pl](http://www.badawcza.pw.edu.pl) by 20 December 2023.
5. The reviews of applications shall be made available upon the written request of the applicants.

### § 4

## PRINCIPLES FOR GRANT FINANCING AND IMPLEMENTATION

1. The prerequisite for the grant implementation shall be an agreement concluded in accordance with the template included in Annex No. 2 to the Regulations.
2. The draft agreement with implementing units shall be prepared by the IDUB Project Office.
3. Funding awarded for the grant may be used for:
  - 1) materials and reagents, small laboratory equipment, external services, etc;
  - 2) students' remuneration payable under a contract of specific work with copyright in accordance with Regulation No. 87/2021 of the PW Rector on concluding contracts of mandate and contracts of specific work with natural persons. The remuneration costs must not exceed 40% of the total costs.
4. By granting consent to supervise, the applicant (academic supervisor) shall provide substantive support for the student by means of consultations, without remuneration for the participation in the grant.
5. Indirect costs shall amount to 15% of direct costs, divided into 5% of total costs and 10% of faculty costs, in accordance with Regulation No. 12/2019 of the PW Rector on the principles, methodology, and indices applied to settle total and faculty costs at the Warsaw University of Technology.
6. Amendments to the grant cost estimate:
  - 1) In the case of a necessity to amend costs in the grant cost estimate categories, the amount of awarded funding may not be increased.
  - 2) No transfers of funding between categories may breach the limits.
  - 3) All transfers of funding between categories of the cost estimate shall require consent from the head of POB TM.



§ 5

**PRINCIPLES FOR GRANT SETTLEMENT**

1. The grant settlement is contingent upon:
  - 1) The demonstration of outcomes in a presentation conducted during the Scientific Seminar of POB TM, at a time specified directly by the Council of POB TM;
  - 2) A report, prepared in accordance with the template in Annex No. 3 to the Regulations, shall be sent to the email address [pob.materials@pw.edu.pl](mailto:pob.materials@pw.edu.pl), within 1 month of the grant completion date. Appendices in the form of a photo shoot or video recording may be attached to the report.
  - 3) Forwarding the demonstrator to the Head of POB TM within 1 month of the grant completion date.
2. The grant execution shall be assessed by the Scientific Council POB TM based on the report and presentation of the outcomes during the Scientific Seminar of POB TM. The result of the assessment shall be presented in the record of evaluation and approval defined in Annex No. 4 to the Regulations.
3. If required and upon request of the Head of the IDUB Management Team, grants may undergo an ad-hoc inspection which involves submitting additional explanations/reports on the factual or financial compliance of the implementation with the submitted application for funding and the provisions set forth in the Agreement on the grant implementation.
4. In publications prepared using the outcomes achieved as part of the grant, PW students shall use the affiliation with Politechnika Warszawska, or *Warsaw University of Technology*. All publications and presentations prepared as part of the grant must be signed:  
*The research was funded by the Warsaw University of Technology within the Excellence Initiative: Research University (IDUB) programme.*  
or  
*Badania były finansowane ze środków Politechniki Warszawskiej w zakresie Programu Inicjatywa Doskonałości – Uczelnia Badawcza (IDUB).*
5. All matters not regulated 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 with regard to 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 Warszawa.
2. The data administrator has appointed an Inspector for Data Protection (IOD - Inspektor Ochrony Danych) who ensures that the data is processed lawfully and can be contacted via email: [iod@pw.edu.pl](mailto:iod@pw.edu.pl).
3. The administrator shall process your personal data in the scope of name and surname, email address, and represented discipline.
4. The administrator shall process the personal data for the purpose of financing the grant as part of the DEMO Materials-2 competition – 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 and the right to request correction and deletion, limitation of or object to processing your data. Since the data is not processed based on your consent, you shall not have the right to transfer your personal data.
7. Your personal data shall not be disclosed to any other entities (administrators) except for the entitled ones, 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 provide your personal data voluntarily. Nevertheless, failure to do so renders your participation in the DEMO Materials-2 competition impossible.
11. Your personal data shall be processed for the period necessary to secure any possible claims.
12. If you think your data protection rights have been violated, you have the right to lodge a complaint to a supervising body – the Polish Data Protection Commissioner.



**APPLICATION**  
**as part of the DEMO Materials-2 competition for research grants for first-cycle,  
second-cycle, and long-cycle Master's programme students**

**A. KEY DATA**

1. Data of the applicant

*Data of the academic supervisor: name and surname, academic title, position, place of employment, represented scientific discipline*

*Name and surname of the student(s) (implementer(s), maximum 3 persons), place of grant implementation (name of faculty).*

1. Title of grant: in Polish and English
2. Grant summary in Polish (up to 400 words)
3. Grant summary (up to 400 words.).

**B. GRANT DESCRIPTION**

1. Substantive grant description which contains the description of the procedure of design and execution of the demonstrator, highlighting the field of activity of POB TM (up to 3 pages):
2. Declaration on the measurable outcomes of the investment implementation:
  - 1) Obligatory – development of the project and production of the demonstrator, strictly connected with the field of activity of Materials Technologies
  - 2) Optional – publication of a paper in scientific journals and reviewed conference publications

**C. COST ESTIMATE**

1. Grant cost estimate

No.	Planned costs	2023
<b>I.</b>	<b>Total direct costs</b>	
2	Remuneration and related items	
3	Other direct costs	
<b>II.</b>	<b>Indirect costs (15%)</b>	
<b>III.</b>	<b>Total costs</b>	

2. A short justification for planned costs (up to 0.5 pages)



.....  
(stamp and signature of Applicant)

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

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

**By submitting this application, I accept that if funding is granted, the name and surname of the head of the grant, as well as the grant title and the amount of the awarded funding will be published in the information on the DEMO Materials-2 competition and its results.**

**I declare that the research planned in the application is not nor has been financed from other sources.**

**By submitting this application, I accept the provisions set forth in the Regulations for DEMO Materials-2 competition.**

.....  
(stamp and signature of Applicant)

.....  
(signature of student(s))



**AGREEMENT No.** *(number given by the IDUB Project Office)*  
**on funding in the DEMO Materials-2 competition for research grants for first-cycle,  
second-cycle and long-cycle Master's programme students announced by the Scientific  
Council of the Research Centre of POB Materials Technologies  
as part of the "Excellence Initiative: Research University" programme implemented at  
the Warsaw University of Technology**

concluded on ..... between

*Professor Małgorzata Lewandowska* – **Head of Management Team for  
"Excellence Initiative: Research University" Project at the Warsaw University  
of Technology**, hereinafter referred to as "Head of IDUB

and

«*Name of unit – Faculty or Institute*»,  
represented by:

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

1. The Head of IDUB shall transfer the funding amounting to « Total \_ amount » of PLN (in words: «Amount\_in words») to the Implementing Unit for the implementation of grants aiming to increase the scientific activity of first-cycle, second-cycle, and long-cycle Master's programme students and enable them to develop scientifically in the field of Materials Technology in compliance with the list in Annex No. 1 to the Agreement.
2. The amount mentioned in section 1 shall be the amount of funding under the IDUB programme.
3. The implementing unit shall conduct the work specified in the applications for the competition, which constitutes an integral part of the Agreement, in compliance with:
  - 1) generally applicable laws;
  - 2) provisions of this Agreement;
  - 3) principles arising from the Regulations for DEMO-2 Materials competition;
  - 4) the information included in the application for funding;
  - 5) internal regulations applicable at the Warsaw University of Technology.
4. The parties set ..... as the day of commencing the implementation of the grant(s), with the implementation period of 6 months.
5. Funding awarded for the grant implementation shall be at the disposal of the head of the Implementing Unit in agreement with the head of the grant (academic supervisor).
6. The Implementing Unit shall make available the unit assets indispensable for the grant implementation and shall provide administrative and accounting services.
7. The Implementing Unit shall maintain separate accounting records for the grant.
8. Funding transferred to the Implementing Unit and not used until the completion date of individual grants shall be returned to the disposal of the Head of IDUB.
9. Approval of the implementation outcomes shall be granted by a committee in a manner specified by the Regulations of the DEMO Materials-2 competition.



10. Any amendments to the provisions of this Agreement shall require concluding an annex in writing.
11. Annexes to the Agreement are integral parts of this Agreement.
12. The Agreement has been executed in two counterparts, one for each Party.

**Annexes:**

- 1) A list of grants eligible for funding
- 2) Applications for funding (2.1 Application for funding grant No. 1, 2.2 Application for funding grant 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 academic supervisor)*



Annex No. 1 to Agreement

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

<b>No.</b>	<b>Applicant – Project supervisor</b>	<b>Faculty/Institute</b>	<b>Title of grant</b>	<b>Amount of funding</b>
1.				
2.				

.....  
(signature of head of CB POB)



Annex No. 3 to Regulations of the  
DEMO Materials-2 competition

## TEMPLATE FOR A REPORT

### on the implementation of a research grant for first-cycle, second-cycle, and long-cycle Master's programme students

Head (academic supervisor) of grant:

.....

Name of grant:

.....

1. A synthetic description of conducted research work, including:

- 1) A description of implemented work (up to 2 pages)
- 2) A confirmation of the implementation of intended outcomes
- 3) A multimedia presentation of achieved outcomes and demonstrator

2. A list of planned and incurred costs

Cost category	Amounts	
	Planned	Incurred
I. Total direct costs, including:		
1. Remuneration with related items		
2. Other direct costs		
II. Surcharges (15%)		
III. Total costs		

1. A list of implementer's names

Implementer (name and surname of implementer)	Personal SAP number
1	
2	
3	

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

.....  
(stamp and signature of Head of  
grant)

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



Annex No. 4 to Regulations  
of the DEMO Materials-2  
competition

## RECORD OF EVALUATION AND APPROVAL OF THE GRANT

title: .....

headed by: .....

Planned costs: PLN .....

Incurred costs: PLN .....

Committee:

Chairperson:

.....

Members:

1. ....

2. ....

The evaluation committee states that the grant:

has been correctly implemented/has been partially implemented/has been incorrectly implemented \*

Justification:

Date ..... and Committee's signatures:

Chairperson: .....

Members:

1. ....

2. ....

3. ....

### Annexes

- 1) A final report on the grant implementation
- 2) A multimedia presentation confirming the achieved outcomes
- 3) A demonstrator, A demonstrator submitted to the Head of POB TM