



## **REGULATIONS FOR THE MATERIALS FOR YOUNG-2 COMPETITION**

### **§ 1**

#### **GENERAL PROVISIONS**

1. The Materials for Young-2 competition aims to support the scientific development of young scientists employed at the Warsaw University of Technology, conducting scientific activity and assigned to the N number, holding a doctoral degree for less than seven years since obtaining it, in accordance with Article 360 section 2 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Laws of 2023 item 742, as amended).
2. The development of competences of young scientists as part of the Materials for Young-2 competition shall be supported in terms of conducting materials research in international teams, i.e. the acquisition of experience by young scientists in conducting research in an international environment, including heading research teams.
3. The budget of the Materials for Young-2 competition shall amount to PLN 1,000,000, with a maximum budget for one research grant amounting to PLN 200,000.
4. An applicant may not be a person who has functioned as a head of a project and has completed a research project under the IDUB programme, failing to achieve the assumed outcomes.
5. The topics of research projects conducted as part of the Materials for Young-2 competition should relate to the strategic activities defined in the Development Strategy of the Warsaw University of Technology until 2030 and fit into the field of activity of POB Materials Technologies.

### **§ 2**

#### **PRINCIPLES OF SUBMITTING APPLICATIONS**

1. An applicant may submit only one application in the competition. The application for a research project as part of the Materials for Young-2 competition, prepared in accordance with the template constituting Annex No. 1 to the Regulations, shall be sent to [pob.materials@pw.edu.pl](mailto:pob.materials@pw.edu.pl).
2. The applicant may only be a young scientist as referred to in § 1 section 1.
3. The head of the project together with the implementers of the research project shall achieve all the declared outcomes, corresponding to the IDUB programme indices, which specifically include:
  - 1) The establishment or development of cooperation with leading foreign universities and/or scientific institutions, completed with the submission of an application for research that has passed at least the formal evaluation – declaring the submission of at least one application is required.
  - 2) The publication 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 – declaring at least one publication is required.



### § 3

## COMPETITION PROCEEDINGS AND PRINCIPLES OF EVALUATION OF APPLICATIONS

1. The Scientific Council of the Research Centre for Materials Technologies (POB TM) shall conduct the competition proceedings, evaluate and approve the grant.
2. The evaluation criteria for an application shall include:
  - 1) The innovativeness and scientific value of the project (up to 40 points)
  - 2) The quality of the research plan and the possibility of achieving measurable outcomes (up to 20 points)
  - 3) The integration of research teams from different units of the Warsaw University of Technology and as part of international cooperation (up to 30 points)
  - 4) The applicant's scientific output, including actively applying (as a head or head of tasks at WUT) for external funding in the past three years (up to 5 points)
  - 5) The justifiability of planned costs in the project implementation (up to 5 points)
3. Applications with the highest score shall be financed, whose total budget does not exceed the pool of funds allocated to the Materials for Young-2 competition.
4. A list of applications eligible for funding (including the applicant's name and surname, the unit in which the applicant is employed, 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 15 April 2024.
5. Reviews of applications shall be available upon applicants' written request.

### § 4

## PRINCIPLES OF GRANT FUNDING AND IMPLEMENTATION

1. The signing of an agreement in accordance with the template in Annex No. 2 to the Regulations is a prerequisite for the commencement of the grant implementation.
2. A draft of an agreement with implementing units shall be prepared by the IDUB Project Office.
3. Funding allocated to the project may be used for:
  - 1) Research equipment
  - 2) Remuneration:
    - a) Remuneration of project implementers who are employees of the Warsaw University of Technology may be paid under a job contract or as allowances for project work by an hourly rate or as a lump sum, in accordance with the Remuneration Regulations in force at the Warsaw University of Technology.
    - b) Remuneration of implementers who are not employees of the Warsaw University of Technology, including students and doctoral students, shall be paid under civil law contracts.
  - 3) Covering the cost of:
    - a) Materials and reagents, small laboratory equipment, external services, etc.
    - b) Proofreading and publications of research results in a renowned publishing house or journal
    - c) Conference trips (related exclusively to the presentation of results) and multi-day (up to 7 days) study visits in Polish and international centres
    - d) Other things justified by the scope of the project.
4. The monthly limit of remuneration paid in total for all projects implemented as part of currently ongoing competition editions for research grants as part of IDUB may not exceed PLN 2,500 per implementer (including no more than PLN 2,000 as part of one project) and PLN 3,000 for the head of the project. If the remuneration in the project has a variable amount, the monthly



remuneration shall be calculated as the average value over the entire period of involvement in the research project (the average does not include the months in which the limit was reached).

5. The total remuneration of all project implementers who do not fulfil the young scientist criterion may not exceed 30% of the total remuneration budget.
6. Indirect costs shall amount to 15% of direct costs, divided into 5% of general costs and 10% of faculty costs, in accordance with Regulation No. 12/2019 of the WUT Rector on the principles, methodology, and indices used in the settlement of general costs and faculty costs at the Warsaw University of Technology, excluding the equipment with an individual value exceeding PLN 10,000.
7. Amendments to the project cost estimate:
  - 1) The amount of granted funding may not increase if it is necessary to amend costs in the categories of the project cost estimate.
  - 2) Any transfers of funds between categories may not infringe the limitations of values for individual categories introduced in the Regulations for the competition (if applicable).
  - 3) Any transfers of funds between the categories of the costs planned in the application up to a total of 15% of "Total direct costs" as compared to the initial value indicated in the cost estimate shall not require the acceptance of the head of CB POB.
  - 4) Transfers of funds between annual periods shall not require the consent of the head of CB POB.
  - 5) Amendments not requiring the consent of the head of CB POB shall be reported to the IDUB Project Office in writing or electronically.
  - 6) Transfers of funds between cost categories planned in the application exceeding the total of 15% of the "Total direct costs" as compared to the initial value indicated in the cost estimate require the consent of the head of CB POB and the conclusion of an annex to the agreement in the scope of the project cost estimate constituting Annex No. 2 to the agreement.
8. The principles for transferring funds between units in the case of inter-faculty/inter-institute projects are as follows:
  - 1) Accounting records of the sub-implementer's project costs shall be kept in specially separated orders.
  - 2) An internal agreement concluded between the applicant's parent unit, which obtained funding for the project implementation, and the unit that will implement part of the tasks shall be the basis for cooperation.

## § 5

### PRINCIPLES OF GRANT SETTLEMENT

1. The condition for the settlement of the grant is the submission of a report, according to the template specified in Annex No. 3 to the Regulations, which shall be sent to the e-mail address [pob.materials@pw.edu.pl](mailto:pob.materials@pw.edu.pl), within two months of the date of completion of the grant implementation.
2. The Scientific Council of the POB TM shall evaluate the grant execution, based on a report. The result of the evaluation shall be presented in the record of evaluation and approval of the grant specified in Annex No. 4 to the Regulations.
3. If necessary, at the request of the Head of the Management Team for the IDUB Project, grants may be subject to an ad hoc review consisting of additional explanations and/or reports on the compliance of the material or financial side with the approved grant application and the conditions described in the agreement on grant implementation.
4. WUT students shall use the affiliation with *Politechnika Warszawska*, or *Warsaw University of Technology* in the publications prepared using the outcomes achieved as part of the grant. All publications and presentations prepared as part of the grant shall 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 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 who can be contacted via email: [iod@pw.edu.pl](mailto:iod@pw.edu.pl).
3. The Administrator shall process the personal data including name and surname, email address, and represented discipline.
4. The Administrator shall process your personal data to implement the grant funding as part of the Materials for Young-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, 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 shall prevent you from participating in the Materials for Young-2 competition.
11. Your personal data shall be processed for the period necessary to secure any possible claims.
12. If you think your data protection rights as specified in GDPR have been violated, you have the right to lodge a complaint to a supervising body – the Polish Data Protection Commissioner.



Annex No. 1 to Regulations  
for the Materials for Young-2 competition

**APPLICATION**  
**as part of the Materials for Young-2 competition for research grants for young scientists**

**A. KEY DATA**

1. Data of the applicant (head of the project):  
(first name, surname, academic title/degree, position, place of employment/proposed employment, represented scientific discipline in which the applicant is assigned to the N number).
2. Research team members:  
A list of names of key implementers: (first name, surname, academic title/degree, position, place of employment, represented scientific discipline).  
Information on the number of other implementers including their status: (e.g. doctoral students – 3 persons).
3. Project title: (in Polish and English).
4. Project summary in Polish: (up to 400 words).
5. Project summary in English: (up to 400 words.).
6. The scientific output of the head of the project (including the number of currently implemented projects, including the performed function, a list of completed projects, including the performed function, and a list of most important publications and achievements for the years 2018-2023 (up to 1.5 pages)).

**B. GRANT DESCRIPTION**

1. A substantive description:  
(including a demonstration of compliance with the thematic scope of the competition, elements of scientific novelty, innovation – up to 3 pages, font 11 pt.).
2. A declaration on measurable outcomes of the investment implementation:

No.	Type of outcome	Declared value	Description/comments
1.	Declared number of publications of papers in scientific journals from the upper decile according to CiteScore of the Scopus database (with at least acceptance of the paper for publication required)		
2.	Submitting a minimum of one application for external funding which has passed at least a formal evaluation, for an amount of at		



	least twice as high as the funds raised under the POB grant each.		
3.	Other outcomes		

- The project will be/will not be\* implemented as part of inter-faculty or inter-institute cooperation. If yes - justification for the inter-faculty project implementation. A brief description of the nature/essence of cooperation between the units (up to 0.5 pages).
- A brief description of foreign units and the nature/essence of cooperation between units (up to 0.5 pages).

### **C. COST ESTIMATE**

#### 1. Grant cost estimate

No.	Planned costs	2024	2025	Total
<b>I.</b>	<b>Total direct costs</b>	0.00	0.00	0.00
1	Equipment	0.00	0.00	0.00
	including			
	with a value from PLN 3,500 to PLN 10,000	0.00	0.00	0.00
	with a value over PLN 10,000	0.00	0.00	0.00
2	Remuneration with related items	0.00	0.00	0.00
3	Other direct costs	0.00	0.00	0.00
<b>II.</b>	<b>Indirect costs (15%)</b>	0.00	0.00	0.00
<b>III.</b>	<b>Total costs</b>	0.00	0.00	0.00

#### 2. A brief justification for planned costs (up to ½ pages)

.....  
(signature of applicant)

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

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



**D. DECLARATIONS OF APPLICANT**

1. I declare that I hold a doctoral degree, the attainment of which has not exceeded 7 years, in accordance with Article 360, section 2 of the Act of 20 July 2018. - Law on Higher Education and Science (Journal of Laws of 2023, item 742, as amended).
2. I declare that I have submitted at the Warsaw University of Technology a declaration on the assignment to the N number.
3. I declare that I have not completed the implementation of a research project as part of the IDUB programme, failing to achieve the assumed outcomes.
4. I declare that I have submitted one application only in the first edition of the MATERIALS FOR YOUNG-2 competitions for research grants.

**By submitting this application, I accept the provisions of the Regulations for the Materials for Young-2 competition.**

.....  
(stamp and signature of applicant)



**AGREEMENT No. (number given by the IDUB Project Office)  
on funding in the Materials for Young-2 competition for research grants for young  
scientists announced by the Scientific Council of the Research Centre for 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 the Management Team for the „Excellence Initiative– Research University” project at the Warsaw University of Technology, hereinafter referred to as the “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 funds for the implementation of research projects selected in the MATERIALS FOR YOUNG-2 competition, 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 Implementing Unit shall complete the work described in competition applications constituting an integral part of this Agreement in compliance with:
  - a) Generally applicable laws
  - b) Provisions of this Agreement
  - c) Principles arising from the competition documentation including the terms and conditions of the MATERIALS FOR YOUNG-2 competition
  - d) Information included in the application for a research project as part of the MATERIALS FOR YOUNG-2 competition
  - e) Internal regulations applicable at the Warsaw University of Technology
3. The parties shall agree on day .....2024 as the commencement date of the project(s) implementation and the maximum implementation time shall be by 31 December 2025. The implementation time and completion date for individual projects under this Agreement are specified in Annex No. 1 to this Agreement.
4. The cost calculation for projects under this Agreement is Annex No. 2 to this Agreement.
5. 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.
6. 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.



7. The Implementing Unit shall keep separate accounting records for the project, in compliance with the principles specified by the WUT Bursar in Letter 290/KK/2020 of 20 May 2020 and KK-453/2020 of 25 August 2020.
  8. The funding transferred to the Implementing Unit and unused until the «Completion date» of the project shall return to the Head of IDUB.
  9. The final acceptance of the implementation outcomes shall be given by the committee appointed by the Scientific Council of the Research Centre for POB Materials Technologies in a manner specified in the competition Regulations.
  10. Any amendments to the provisions of this Agreement shall require concluding an annex in writing.
  11. Annexes to this Agreement shall constitute its integral part.
  12. This Agreement has been executed in two counterparts, one for each Party.
- 1) A list of projects eligible for funding
  - 2) Project cost estimates (2.1 Cost estimate of Project 1, 2.2 Cost estimate of Project 2, ...)
  - 3) Applications for a research project as part of the MATERIALS FOR YOUNG-2 competition (3.1 Application for funding Project 1, 3.2 Application for funding Project 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)



Annex No. 1 to Agreement

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

<b>No.</b>	<b>Applicant</b>	<b>Faculty/Institute</b>	<b>Grant title</b>	<b>Amount of funding</b>	<b>Implementation time (in months)</b>	<b>Date of completion</b>
1.						

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



### Project cost estimate

**title:** .....

**headed by:** .....

No.	Planned costs	2024	2025	Total
I.	<b>Total direct costs</b>	0.00	0.00	0.00
1	Equipment	0.00	0.00	0.00
	Including			
	with a value from PLN 3,500 to PLN 10,000			
	with a value over PLN 10,000			
2	Remuneration with related items			
3	Other direct costs			
II.	<b>Indirect costs (15%)</b>	0.00	0.00	0.00
III.	<b>Total costs</b>	0.00	0.00	0.00

#### Head of IDUB

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

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

#### Implementing Unit

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

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

#### Declaration of the head of the project

I hereby oblige myself to implement the project in compliance with the description and timetable presented in the submitted application for a research project, constituting an integral part of this Agreement, the aforementioned estimated project costs, and other provisions of this Agreement.

.....  
(signature of head of project)



**TEMPLATE FOR FINAL REPORT  
on the implementation of the research project as part of the MATERIALS FOR YOUNG-2  
competition**

title: .....

headed by: .....

1. **(To be completed for final report only)** A synthetic description of performed research work, including:
  - 1) The aim of the research
  - 2) A description of performed work (*up to one page, font min.11pt.*)
  - 3) A description of the most important achievements (*up to one page, font min.11pt.*)
  
2. A table of measurable outcomes of the project implementation with annexes confirming their achievement (In accordance with the table from item B.2 of the Application for a research project).

No.	Type of outcome	Declared values	Achieved values	Details of achieved indices/actions taken to achieve them (including the title of publication, type, and date of competition, list of units with which cooperation leading to the achievement of outcomes was started, etc.
1	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 competition announcement			
2	Obtaining external funding for research			
3	Other outcomes			

3. A statement of costs planned and incurred.

Cost category	2024	2025	Total	
	Incurred	Incurred	Planned	Incurred
I. Total direct costs including				
1. Equipment				
2. Remuneration with related items				
3. Other direct costs				
II. Surcharges (15%)				
III. Total costs				



4. A list of names of project implementers.

<b>Implementer</b> (First name and surname of implementer, academic title/degree, position, place of employment)	<b>SAP number</b>
1	
2	
3	

.....  
(date and signature of Head of project)

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

\*Delete as appropriate



Annex No. 3 to Regulations  
for the Materials for Young-2 competition

**RECORD OF EVALUATION AND APPROVAL OF THE MATERIALS FOR YOUNG-2 PROJECT**

title: .....

headed by: .....

Planned costs: PLN ....., Incurred costs: PLN .....

Committee:

Chairperson: .....

Members:

1) .....

2) .....

3) .....

The evaluation committee states that the project:

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

Committee's comments:

Date ..... and signatures of the Committee:

Chairperson: .....

Members:

1) .....

2) .....

3) .....

Date ..... and signature of Head of IDUB: .....

**Annex:**

Final report on the project implementation