

REGULATIONS

**of the competition for funds for scientific and artistic activities of doctoral students
of the Doctoral School and International Environmental Doctoral School
at the University of Silesia in Katowice
within the tasks of the European City of Science Katowice 2024**

§ 1

**Funds for Scientific and Artistic Activities of Doctoral Students
of the University of Silesia in Katowice**

1. The purpose of the competition is to support doctoral students of the doctoral schools of the University of Silesia in Katowice in execution of their scientific research and artistic activities. By executing the tasks resulting from individual research plans, doctoral students develop their scientific and artistic potential, and co-create the scientific and artistic environment of the University of Silesia in Katowice, thereby supporting the development of the region.
2. The funds in the competition may be used for scientific and artistic tasks carried out by doctoral students, as well as for dissemination of the results of their research and artistic activity, including primarily:
 - 1) scientific publications/evaluated artistic activities,
 - 2) active participation in scientific conferences, participation in competitions, exhibitions,
 - 3) internships and library and archive searches resulting from execution of the Individual Research Plan,
 - 4) purchase of materials and services necessary to conduct research/artistic activities established in the Individual Research Plan.
3. In the competition, funds can only be used for activities that will be fully funded by the end of the 2024 calendar year.
4. The administrative support for the competition is the task of the office of the Doctoral School.
5. Administrative handling of the disbursement of funds is handled by the relevant administrative units of the Doctoral School and the International Environmental Doctoral School, respectively, according to the place of doctoral training.
6. The competition proceedings are conducted electronically.



§ 2

Competition Organization

1. The competition is announced jointly by the dean of the Doctoral School and of the International Environmental Doctoral School, posting on the schools' websites information about the application submission deadline, detailed principles as well as the competition application.
2. The applications will be examined by the Committee on the terms and conditions set forth below.
3. Any doctoral student of the Doctoral School or International Environmental Doctoral School can enter the competition.
4. To enter the competition, one must fill in and successfully submit the electronic form within the prescribed deadline and in the manner specified below.
5. When preparing the application and, in particular, when planning the expenses, the doctoral student is obliged to comply with the rules and regulations for disbursement of funds in effect at the University of Silesia in Katowice. Expenses should be planned with as much precision as possible at that time. Failure to comply with this requirement may be grounds for rejection due to low probability of execution.
6. One doctoral student may submit more than one application in the competition. If a doctoral student wants to apply for funding for different activities, they should submit separate applications for each activity.
7. One doctoral student may submit applications for a total amount of no more than PLN 15,000, not exceeding the following amounts in each category:
 - 1) international mobility - PLN 10,000,
 - 2) domestic mobility - PLN 5,000,
 - 3) others - PLN 5,000.
8. The electronic form must be submitted in accordance with the following procedure:
 - 1) the doctoral student must fill out and send the form in the university's IT system, and then confirm the submission of the application by clicking on the link sent by the system to their email address in the @us.edu.pl domain (in the case of doctoral students of the International Environmental Doctoral School affiliated with institutes of the Polish Academy of Sciences – to the suitable official email address),
 - 2) the doctoral student will receive an application form to the email address, which they then need to forward to the supervisor for acceptance, along with a link to the application approval form,





- 3) the supervisor will accept the application by filling in the appropriate form, in which they can put comments on the application (without fundamentally changing its content),
- 4) if significant changes are introduced in the application by the supervisor, the doctoral student will need to repeat the procedure described above,
- 5) the deadline for submitting the application is the date on which the supervisor fills in the form.

§ 3

Competition Committee

1. The competition committee is appointed by the vice-rector for doctoral schools.
2. The committee consists of:
 - 1) the deputy dean of the Doctoral School – as chair,
 - 2) the dean of the International Environmental Doctoral School or their representative,
 - 3) the coordinator for the respective disciplines in the Doctoral School,
 - 4) three representatives of the doctoral students' community, representing the disciplines associated with the three education disciplines in the Doctoral School.
3. A committee member who is the supervisor of the doctoral student who submits an application for funding will be excluded from evaluation of that doctoral student's application.

§ 4

General Principles of Fund Allocation

1. The applications submitted in the university's IT system, using the form provided in the competition announcement, and within the deadline specified in the announcement, will undergo formal evaluation.
2. Formal evaluation of the applications will be carried out by the administrative staff of the Doctoral School and the International Environmental Doctoral School.
3. Formal evaluation will be based on the following criteria:
 - 1) the application must be confirmed by the doctoral student's email address in the domain @us.edu.pl (in the case of doctoral students of the International





- Environmental Doctoral School affiliated with institutes of the Polish Academy of Sciences – the suitable official email address),
- 2) the application must be accepted by the supervisor,
 - 3) the applications submitted by a doctoral student (only the applications accepted by the supervisor will be taken into account) must not exceed the total amount of PLN 15,000, and in particular categories: international mobility – PLN 10,000, domestic mobility – PLN 5,000, others – PLN 5,000,
 - 4) all the expenses presented in the application must be planned for 2024,
 - 5) the application must meet the additional requirements specified in the competition announcement.
4. The applications that pass formal evaluation will be submitted to the competition committee for evaluation in terms of substance.
 5. The available funds will be divided by the committee among the applicants, giving priority to the purposes referred to in § 1(2).
 6. The competition committee will examine the applications taking into account the criteria specified in § 6, and then determine the results of the competition:
 - 1) the list of applications qualified for funding,
 - 2) the list of applications not qualified for funding due to insufficient funds,
 - 3) a list of applications rejected for formal and substantive reasons.
 7. The ranking list will be published in the scope indicated in section 6(1). The remaining ranking lists will be for the attention of the deans and the competition committee only; the persons on those lists will be notified individually of the results of the competition.
 8. In disbursement of funds, doctoral students will be bound by the substantive criteria, timetable and cost estimate stated in the form with any changes made by the competition committee at the stage of awarding funds (regarding the amount of funds) or by the dean at the request of the doctoral student after the funds have been awarded.

§ 5

General Principles of Fund Accounting

1. The doctoral student is obliged to inform the relevant dean about resignation from the funds awarded to them as soon as possible after the occurrence of the circumstances preventing them from disbursing the funds.



2. The doctoral student is required to submit a financial report on the funds awarded to them no later than 14 days after the project completion date stated in the funding application; the report will be prepared electronically on the form provided on the Doctoral School's website.
3. Failure to fulfill or improper fulfillment of the obligations described in sections 1 and 2 will result in exclusion from applying for research funding in the next round of competitions for funds for doctoral students organized by doctoral schools.

§ 6

Allocation Criteria

1. Each application will be evaluated by three members of the committee, with the exception of the situation referred to in § 3 (3).
2. The criteria for evaluating applications are based on the following scores:

Substantive evaluation by Experts		
Category No.	Category name	score
1.	The scientific level of the research or art activity, or an assessment of the merit of the planned training or implementation activities	0-5
2.	Purpose of the project	0-2
3.	Impact of the assumed effects on development of the discipline	0-2
4.	Probability of achieving the planned goals, and credibility of cost estimates	0-1
max. 10 points		

3. When evaluating the applications, the committee members will award full points (natural numbers).
4. The final score in a given category will be the arithmetic average of the scores awarded in that category by all the evaluators.
5. The final score will be the sum of the final scores from all the categories.
6. The application will be rejected for merit if the final score in category 1 is less than 2.00 or if the final score in category 2 is less than 1.00, or if at least two of the three application evaluators award 0 points in category 4.

On 28 August 2024

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