



Regulations of Student Research Grant Competition at ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. Establishment of the IGA SP ŠAVŠ¹ and the Grant Committee

Art. 1

Basic provisions

These regulations set out the principles of the provision of targeted support for specific university research at ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s. (hereinafter "ŠAVŠ") in accordance with Act No. 130/2002 Coll., on the promotion of research, experimental development and innovation from public funds and amending certain associated laws, as amended. Financial support is provided based on the results of an internal student grant competition.

Art. 2

Internal Grant Agency of Škoda Auto University for student projects

1. The Internal Grant Agency for students' projects (hereinafter "IGA SP ŠAVŠ") is responsible for organising the internal grant competition for student research projects or projects concerning the organisation of student scientific conferences that are supported with funds for specific university research at ŠAVŠ (hereinafter "project").
2. The matter of resources distribution of the IGA SP ŠAVŠ is addressed by the Grant Committee of ŠAVŠ (hereinafter only "GC")
3. Organisational and administrative activities of the GC will be provided by a designated ŠAVŠ employee for science and research.

Art. 3

Grant Committee of Škoda Auto University

1. The GC is an advisory body of the Rector for the distribution of grant funds. The Grant Committee consists of a Chairman, who is the Vice-Rector for Science and Research and 4 other members, who are guarantors of fields of study, heads of departments and selected docents and professors from these departments. GC members who are not guarantors, are appointed and dismissed by the Rector at the suggestion of the GC Chairman.
2. The term of office for members who are appointed by the Rector not due to their position as a guarantor, is four years. The GC shall have a quorum if absolute majority of members are present. The Committee shall act by an absolute majority of those present. Voting is public, unless the members agree otherwise. Minutes of GC meetings will be taken. Decisions of the Committee are submitted to the Rector for approval.

¹ Internal Grant Agency for students' projects at ŠKODA AUTO VYSOKÁ ŠKOLA o.p.s.

3. The Committee will typically meet twice a year. In urgent cases (especially in case of problems with the fulfilment of a specific grant task or grant proposal to project completion) the Chairman can convene an extraordinary meeting of the Committee.
4. The GC performs the following tasks:
 - a) makes suggestions to the Rector and updates the Policy of Student Grant Competition at ŠAVŠ based on suggestions and comments (hereinafter "Policy"); also monitors their observance,
 - b) announces the internal grant competition for a given year on the authority of the Rector,
 - c) discusses new project proposals, checks whether the submitted budget complies with the Policy, provides project evaluation, prepares success rankings, proposes the amount of funds for certain projects, in case of differences in the required and allocated funds the Committee requires the project researcher to modify the project and the budget,
 - d) is responsible for the selection of project proposal opponents
 - e) suggests to the Rector projects for approval and the amount of funds for individual projects in accordance with the methodology set out in Art. 6 of the Policy and in accordance with the rules of the Ministry of Education (rules for the provision of targeted support for specific university research under the Act on the promotion of research, experimental development and innovation),
 - f) discusses applications for the continuation of projects and proposes their continuation or early completion,
 - g) controls the use of allocated funds,
 - h) comments on the evaluation of completed projects,
 - i) provides assessment of results of completed projects on the basis of final reports
 - j) publishes the evaluation of completed projects in a manner allowing remote access no later than by 31st March of the calendar year following the calendar year in which support was provided,
 - k) publishes data on supported projects and about other uses of the support by 15th February of the calendar year following the year in which support was granted,
 - l) is responsible for the selection of opponents for project proposals and results
5. The Committee uses the assessment of opponents to evaluate proposals of new projects. At least one of the opponents must be from a different site than the proposer, but at the same time must be a specialist on the project topic. Opponents cannot be members of the research team.
6. A GC member cannot decide on a grant proposal in case he/she is a member of the project research team.

Art. 4

Internal Grant Competition

1. Grant funding is conducted in accordance with the Policy laid down by the Rector on the proposal of the GC and in accordance with the Rules for the provision of targeted support for specific university research under the Act on the promotion of research, experimental development and innovation.

2. The Policy governs:

- announcement of internal grant competition, conditions of participation, duration of projects,
 - procedure of grant applications evaluation,
 - management policy for allocated funds, methods of management control,
 - procedure for evaluating applications for continuation of multiannual projects,
 - method of project completion,
 - evaluation of completed projects,
 - publication of competition results.
3. Funding for the project research is provided under a contract between the researcher and Škoda Auto University. For ŠAVŠ, the contract is signed by the Rector and the Director.
4. The requirements of grant applications and applications for continuation of multiannual projects are listed in the announcement of internal grant competition for the given calendar year.

Art. 5.

Distribution of grant funds for a specific research at Škoda Auto University

1. The amount of eligible costs associated with the organisation of internal grant competition, including the costs for evaluation and control of projects and evaluation of achieved results may be no more than 2.5 % of the support provided. This amount shall be divided equally between the GC and individual opponents of project proposals and project results.
2. The amount to be distributed between projects is obtained from the total support granted for specific research at ŠAVŠ after subtraction of the funds to cover costs associated with the organization of the internal grant competition.
3. The amount allocated to individual projects can be used to:
 - a) cover eligible costs associated with the organisation of student scientific conferences on the University campus (no more than 10 % of the total support provided)
 - b) cover eligible costs of projects selected in the grant competition.

In Mladá Boleslav, 9/9/2

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