



Responsible department:
Science Support Division of the
Head Office of the CAS

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Internal rules

of the Czech Academy of Sciences

Regulation of the Academy Council of the Czech Academy of Sciences No. 11

of 27 September 2018,

on Support for Regional Cooperation

The Regulation was sent out on 1 October 2018.

TITLE I:

General provisions

Section 1

Basic provisions

This Regulation governs the rules of support for cooperation between the Czech Academy of Sciences (hereinafter referred to as “the CAS”) and regional administrative units and entities established by regional administrative units or entities operating within their territory (hereinafter collectively referred to as “Partner”) in joint scientific projects (hereinafter referred to as “Joint Project(s)”).

Section 2

Joint Project Proposal

- (1) A Joint Project proposal (hereinafter referred to as “Proposal”) is submitted by the director of a CAS institute (hereinafter referred to as “the Institute”).
- (2) The Proposal includes:
 - a) Joint Project’s name,
 - b) Partner’s identification details,
 - c) expected duration of the Joint Project,
 - d) Joint Project characterisation, including the Partner’s contribution,
 - e) Joint Project budget proposal, including justification thereof,
 - f) amount of the Partner’s financial contribution,
 - g) distribution of tasks and costs between the Institute and the Partner,
 - h) reference to a cooperation agreement concluded between the CAS and the Region,
 - i) details concerning the employee of the Institute responsible for the Joint Project,
 - j) the number of employees of the Institute who contribute to the investigation of the Joint Project and sum of their full-time employment contracts for contribution to the investigation.

Section 3

Proposal review

- (1) The Proposals are reviewed by a committee consisting of a member of the Academy Council of the CAS in charge of regional cooperation (Committee president), a member of the Academy Council of the CAS charged with dealing with conceptual, economic, and financial matters and their implementation, and three members of the Academy Council of the CAS representing individual scientific fields (hereinafter referred to as “Committee”). The members of the Committee and the Committee secretary are appointed by the Academy Council of the CAS. The Committee secretary is an employee employed by the Head Office of the CAS.
- (2) The Proposals are evaluated particularly according to the following criteria:
 - a) the interest of the Partner in the cooperation, expressed, inter alia, by their financial participation in the Joint Project,
 - b) the contribution of the Joint Project to the given region,
 - c) the scientific relevance of the Joint Project.

- (3) The Committee submits the Proposals to the Academy Council of the CAS for approval in three categories:
 - a) 1 – recommended,
 - b) 2 – recommended under certain conditions,
 - c) 3 – not recommended.
- (4) After the Proposals are reviewed by the Academy Council of the CAS, the Committee president sends a notification to the Institute reporting on the review results.

TITLE II

Conditions of financing

Section 4

- (1) The Joint Project is supported by a grant (hereinafter referred to as "Grant").
 - (2) The Grant is provided to the Institute in accordance with Regulation of the Academy Council of the CAS on Grants Provided by the Czech Academy of Sciences to the Institutes.
 - (3) The Grant amount may not exceed CZK 200,000 per calendar year.
 - (4) The Grant is provided for a period of one year.
 - (5) In the case of mutual interest of both the Institute and the Partner and provided all the conditions under this Regulation are met, the Project may be continued (hereinafter referred to as "Project Continuation").
 - (6) A condition for the provision of the Grant for Project Continuation is evaluation under Section 6(4)(a) or (b). The Grant for Project Continuation may be provided no more than two times in a row.
 - (7) In exceptional cases, the Grant for Project Continuation may be provided more times in a row provided that the evaluation falls under Section 6(4)(a). The period in which the grant is provided must not, however, exceed 5 years in total.
 - (8) The Grant may be used to cover non-investment costs, the Institute's overhead costs may comprise up to 15% of the material costs of the Grant.
 - (9) The following personal costs may be covered by the Grant:
 - a) remuneration¹ of the Institute's employees under Section 2(2)(l) and (j), up to the amount of CZK 40,000 per 1.0 full-time employment contract per calendar year,
 - b) agreements on work performed outside of employment contract.
 - (10) The Grant may not be used to cover:
 - a) investment costs,
 - b) Partner's costs.
 - (11) Assets purchased using the Grant funds are owned by the Institute.
 - (12) To provide conditions suitable for the implementation of the Joint Project, an agreement on cooperation between the Institute and the Partner is concluded. A model agreement is provided on the CAS' internal website.
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¹ See Section 134 of Act No. 262/2006 Coll., Labour Code.

TITLE III

Evaluation

Section 5

- (1) The Committee evaluates the Joint Project once per year.
- (2) Fulfilment of the objectives of the Joint Project constitutes the evaluation criterion.

Section 6

Investigation report for the past period

- (1) In order to perform annual evaluation under Section 5(1), the Institute's director submits an investigation report for the past period to the Committee and does so no later than 15 January, unless specified otherwise.
- (2) The report under (1) includes:
 - a) information on the investigation of the Joint Project, including the Partner's contribution,
 - b) report on budget spending, including justification thereof.
- (3) The Academy Council of the CAS reviews the evaluation report based on the reports under (1) on the basis of a proposal by the Committee.
- (4) The evaluation report under (3) always includes evaluation of the Joint Project in three categories:
 - a) accomplished with excellent results,
 - b) accomplished,
 - c) not accomplished.

Section 7

Common provisions

The Proposals, reports, and other documents are submitted through the information system of the Head Office of the CAS unless specified otherwise.

Section 8

Repeal provision

Regulation of the Academy Council of the CAS No. 1/2016, on the Grant Supporting Local and Regional Cooperation of the Czech Academy of Sciences Institutes, as amended, is repealed.

Section 9

Effectiveness

This Regulation becomes effective on 1 October 2018.

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