



**POLONEZ BIS**

*International Mobility  
and Skills Training*



**Postdoctoral  
Fellowships  
in Poland**

**#MSCA**

[www.polonezbis.eu](http://www.polonezbis.eu)

# **GUIDE FOR APPLICANTS**

**Version 1.0  
5 July 2021**

*NB: This guide is aimed at assisting potential applicants. It is provided for information purposes only and is not intended to replace the consultation of any applicable legal sources. The NCN (or any person acting on its behalf) cannot be held responsible for the use made of this guidance document.*

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## GLOSSARY

**Applicant** shall mean the incoming researcher planning to conduct a research project at a Polish host institution under the POLONEZ BIS call and named as Principal Investigator (PI) in the proposal.

**Full-time equivalent research experience** is measured from the date when a researcher obtained the degree which would formally entitle him or her to embark on a doctorate, either in the country in which the degree was obtained or in the country in which the researcher is recruited or seconded to.

**Funding term** shall mean the period between the official start date and agreed end date of the fellowship.

**Experienced researcher** shall mean a person in possession of a doctoral degree or a person with at least four years of full-time equivalent research experience at the time of call launch.

**Fellow** or **POLONEZ BIS fellow** shall mean the person awarded a POLONEZ BIS fellowship. POLONEZ BIS fellows will be 'Marie Skłodowska-Curie fellows'.

**Research project** shall mean the research work proposed by the fellow in their POLONEZ BIS application and approved by the Polish National Science Centre.

**Secondment** shall mean a mandatory temporary assignment of the fellow to an organisation outside the host institution, to engage in knowledge and experience transfer as well as the career and training development activities. Secondment should last from 2 weeks up to 1 month and may be carried out in Poland or in any EU Member State or Associated Country, within a single period of time or as a number of visits, at least one of which must be 14 days long. The fellow's previous employers are excluded as secondment institutions. Secondments to Polish organisations must be intersectoral (from academia to non-academic sector and vice versa). For international secondments, fellows may choose a secondment institution from the same sector but of a different character (e.g. a fellow hosted by a Polish public university may be seconded by a private research institute abroad.)

**ZSUN/OSF** is the web-based online submission system used by the NCN and available at <https://osf.opi.org.pl>

## PURPOSE OF THE GUIDE FOR APPLICANTS

This guide provides practical information to potential applicants on preparing and submitting a proposal for POLONEZ BIS – Postdoctoral Fellowships in Poland to Boost International Mobility and Skills Training, co-funded by Marie Skłodowska-Curie Actions (hereafter "POLONEZ BIS"). In addition, it provides a general overview of the proposal evaluation process. POLONEZ BIS fellowships are governed by the particular Resolution of the Council of the National Science Centre and the fellowship agreement, both of which will be published on 15 September 2021. Applicants are strongly recommended to familiarise themselves fully with the Resolution and also to read carefully any Frequently Asked Questions (FAQ) published on [www.polonezbis.eu](http://www.polonezbis.eu) before completing and submitting proposals. This Guide is provided for information purposes only and is not intended to replace the consultation of any applicable legal sources. In the event of any discrepancy arising between this Guide and the Resolution/fellowship agreement, the latter will prevail. The Centre reserves the right to revise this Guide. A guide on using the online proposal submission system (ZSUN/OSF) will be provided as a separate document on 15 September 2021.

## ABOUT THE NATIONAL SCIENCE CENTRE

The National Science Centre (NCN) is a Polish government executive agency funding basic research carried out at Polish research performing institutions. Basic research is defined as empirical or theoretical work seeking to expand knowledge of the fundamentals of phenomena and observable facts without any direct commercial use.

The Centre is supervised by the Minister of Education and Science; NCN daily operations and financial management are overseen by the Director, who also acts as the Centre's independent legal representative.

The main policy body of the Centre is the Council of the National Science Centre, consisting of 24 distinguished scholars from various disciplines, who define the priority areas in basic research, lay down the terms and conditions for calls for research proposals, allocate funding and announce calls for doctoral scholarships and postdoctoral fellowships. The Council also appoints the members of expert teams who evaluate research

proposals.

The mission of the NCN is to boost the quality and efficiency of research in Poland and promote it on the international arena thanks to a competitive grant system. The core objectives of the Centre are to support excellent research across all disciplines and career stages, to inspire the creation of interdisciplinary research teams which are able to compete internationally, and to create new job opportunities in research.

To further these goals, the Centre has a rich offer of calls for proposals to fund projects, single research activities, scholarships and post-doc fellowships. Every researcher, regardless of their age, level of achievement, academic degree or title, or field of interest, will find a funding instrument matching their needs. The funding is awarded to the best proposals, selected in the course of a two-stage peer review. The expert reviewers evaluate both the quality of the proposed research and the applicant's achievements.

Apart from regular calls targeted at scientists at various stages of their career, the Centre's call portfolio also includes international calls launched in bi- and multilateral cooperation with foreign research-funding agencies and a number of multilateral programmes launched by international consortia, partnerships and networks such as ERA-NET.

## ABOUT POLONEZ BIS

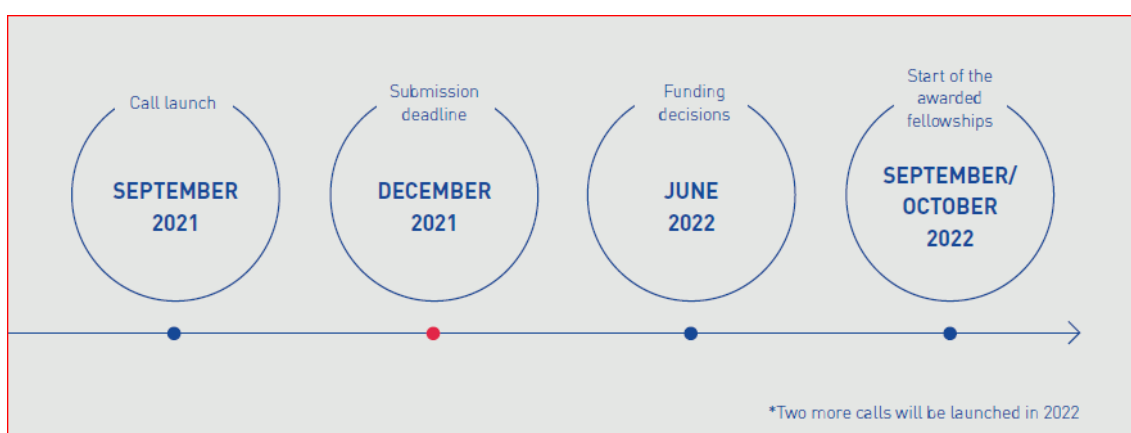
### 1. Programme overview

POLONEZ BIS, coordinated by the Polish National Science Centre under Marie Skłodowska-Curie COFUND (grant agreement no 945339) is a postdoctoral Fellowship Programme addressed to excellent experienced researchers interested in developing their professional skills within the stimulating environment of best research institutions in Poland. Open to candidates of any research background, discipline or nationality, the programme plans to recruit 120 scientists with a PhD degree or equivalent research experience, in 3 globally advertised calls. Selected in a transparent, merit-based evaluation process based on international peer-review, the fellows will be offered 2-year full-time employment contracts to work on projects combining basic research with an international or cross-sectoral secondment phase.

Fellows will be independent in designing their own career development plan and will collaborate with outstanding supervisors at an academic or non-academic host institution of their choice. The programme guarantees successful fellows full-time employment and an additional research grant for the implementation of their own projects in a research field of their choice.

The research component will be complemented by a series of relevant workshops on transferable skills, and an opportunity to engage with international and intersectoral cooperation with enterprise and non-academic sector during short-term secondments.

### 2. POLONEZ BIS Call 1 timetable






### 3. Thematic areas of the call

The NCN and POLONEZ BIS follow a strict bottom-up approach to research and invites applicants to choose any research topic involving basic research. This also means that while researchers' choice may be driven by

various regional or global agendas, like EU Smart Specialisations or UN Sustainable Development Goals, they are by no means bound by any predetermined priorities.

Applicants may submit research proposals based on individual curiosity in any research field within three research domains: Arts, Humanities and Social Sciences (HS); Life Sciences (NZ) and Physical Sciences and Engineering (ST). The applicants should choose the main discipline but may indicate up to three additional panels for an interdisciplinary project.

We particularly welcome pioneering proposals addressing new and emerging fields of research and proposals introducing unconventional, innovative approaches.

 <b>HS – Arts, Humanities and Social Sciences</b>		 <b>NZ – Life Sciences</b>		 <b>ST – Physical Sciences and Engineering</b>	
HS1	Fundamental questions of human existence and the nature of reality	NZ1	Molecular biology, structural biology, biotechnology	ST1	Mathematics
HS2	Culture and cultural production	NZ2	Genetics, genomics	ST2	Fundamental constituents of matter
HS3	The study of the human past	NZ3	Cellular and developmental biology	ST3	Condensed matter physics
HS4	Individuals, institutions, markets	NZ4	Biology of tissues, organs and organisms	ST4	Chemistry
HS5	Norms and governance	NZ5	Human and animal noninfectious diseases	ST5	Materials
HS6	Human nature and human society	NZ6	Human and animal immunology and infection	ST6	Computer science and informatics
		NZ7	Diagnostic tools, therapies and public health	ST7	Systems and communication engineering
		NZ8	Evolutionary and environmental biology	ST8	Production and processes engineering
		NZ9	Fundamentals of applied life sciences and biotechnology	ST9	Astronomy and space science
				ST10	Earth sciences

More detailed descriptors for each panel are available on the [NCN website](#).

Please note that the NCN is not in a position to advise on suitability of research topics or to comment on the content of proposals.

#### 4. Expected results of the POLONEZ BIS fellowships

The POLONEZ BIS Calls will be implemented through curiosity-driven research projects undertaken by excellent incoming researchers of any nationality (including Polish) at Polish host institutions providing a high-quality research environment.

Expected results of the POLONEZ BIS Calls are:

- peer reviewed scientific publications with international outreach in line with the NCN’s open access policy;
- knowledge transfer, sharing experience and best practices;
- increased potential of the PI and host institutions to successfully apply for international funding, including ERC grants;
- increased internationalisation of the research arena in Poland;
- development of the capacity of Polish research institutions to host incoming researchers.

#### ELIGIBILITY CRITERIA

Each applicant is solely responsible for determining their eligibility. Please note that the experienced researcher status and mobility requirements must be met by a specific date which is set at the call launch.

Where information provided by the applicant in their proposal is found to be incorrect or applicant fails to provide suitable documentary evidence if requested, the NCN reserves the right to reject the proposal on formal grounds or withdraw the award.

### 1. Eligible applicants

Under the POLONEZ BIS call the applicant is a researcher who prepares and submits the POLONEZ BIS proposal and who will become the Principal Investigator (PI) if the proposal is funded. There are two major eligibility criteria:

- a. Research experience: fellowships will be open to experienced researchers, regardless of their age, gender or nationality, who at the date of the call launch hold a PhD degree or have at least 4 years of documented full-time research experience (including doctoral studies experience);
- b. Mobility requirement: applicants must move from any country to Poland for the duration of their fellowships and must not have resided or carried out their main activity (work, studies, etc.) in Poland for more than 12 months in the 3 years immediately before the date of call launch. Time spent as part of procedure for obtaining refugee status under the Geneva Convention, compulsory national service (such as mandatory military service) and/or short stays, such as holidays, are not counted towards the 12-month limit.

#### Who may not apply:

- a. researchers who were funded as POLONEZ fellows in any of the previous calls;
- b. researchers who within 3 years prior to the call launch had the role of PI in a research project carried out at a Polish institution (including projects funded by the NCN);
- c. researchers who applied as PI in any other proposal submitted to the NCN in answer to a call launched simultaneously with the POLONEZ BIS call, or in a proposal for which a funding decision was issued and remains in legal force, or in any proposal under evaluation or under appeal;
- d. researchers who are the authorised representatives of the host institution.

#### At the stage of proposal submission, each applicant must provide:

- a. a PhD holder – a scan of the PhD diploma and its translation into English or Polish, if the language of the original is neither English nor Polish;
- b. a researcher not holding a PhD – scans of documents confirming four years of full-time equivalent research experience, e.g. a declaration signed by a representative of the institution where research has been carried out or by a dean of the institute or faculty or the applicant's academic tutor. Full-time equivalent research experience is measured from the date when a researcher obtained the degree which would formally entitle him or her to embark on a doctorate, either in the country in which the degree was obtained or in Poland. Translation into English or Polish is necessary if the language of the original document is neither English nor Polish;
- c. scans of documents confirming if he or she has resided and carried out his or her main activity outside Poland. The documents (for example flat rental contracts, utility bills in PI's name, a work contract, a university enrolment certificate, proof of payment of tuition fees, a residence permit, insurance contracts, tax declarations, etc.) should confirm the exact period of stay outside of Poland and should indicate specific dates. The documents do not have to be translated. See also [Appendix I](#).

All scans must be uploaded to the ZSUN/OSF electronic submission system as proposal attachments.

#### During the funding term, the PI:

- a. must reside in Poland for 100% of the entire POLONEZ BIS fellowship funding term and be available to the host institution. This includes documented project-related business trips and holiday governed by labour law;
- b. must not use any other sources of funding his/her arrival or stay in Poland;
- c. must not participate in any international mobility, except to implement the project research and training tasks under POLONEZ BIS;
- d. must not receive any remuneration from another employer pursuant to an employment contract, including an employer with a registered office outside of Poland;

- e. must not receive any other remuneration from funds allocated as direct costs under research projects funded in other NCN calls;
- f. must participate in at least three 2-day training courses developing research and non-research competencies, organised and financed by the NCN.

## 2. Eligible host institutions

All legal entities with a registered office in Poland are eligible as fellowship host institution, regardless of the sector they represent. This includes:

- universities and Higher Education (HE) institutions;
- federations of science and HE institutions;
- research institutes of the Polish Academy of Sciences;
- research institutes;
- international research institutes acting in the Republic of Poland
  - Łukasiewicz Centre;
  - institutes operating within the Łukasiewicz Research Network;
- Polish Academy of Arts and Sciences;
- other entities involved in research independently on a continuous basis;
- scientific and industrial centres;
- research centres of the Polish Academy of Sciences;
- scientific libraries;
- companies operating as R&D centres;
- legal entities with registered office in Poland.

The host institutions shall be considered ineligible if:

- a. it granted the PI the PhD degree unless since the PhD award the PI completed a documented post-doctoral fellowship(s) outside Poland, lasting a total of at least 3 years, including at least one post-doctoral fellowship lasting an uninterrupted period of 12 months;
- b. it employed the PI within 3 years before the proposal submission deadline;
- c. it constitutes a group of entities;
- d. it is under receivership, in liquidation or subject to bankruptcy proceedings.

During the funding term, the host institution must:

- a. employ the Principal Investigator for the entire POLONEZ BIS fellowship funding term pursuant to a full-time employment contract, exclusively for the implementation of the project research and training tasks and in compliance with the [European Charter for Researchers and Code of Conduct for the Recruitment of Researchers](#);
- b. employ the mentor throughout the entire fellowship funding term, pursuant to an employment contract. The mentor's contracted working time should be sufficient to allow for adequate supervision of the project and mentoring of the PI;
- c. provide the fellow with free full access to facilities, infrastructure, equipment necessary to carry out the research tasks described in the proposal;
- d. appoint or employ an administrative officer with fluent command of English, who will help the fellow at the relocation stage and with administrative and financial issues during the fellowship. The minimum working time of the administrative assistant should be 0,25 Full Time Equivalent. One administrative assistant may support up to 4 POLONEZ BIS fellows;
- e. support the fellow in promoting their research outputs, open access publishing, and data management;
- f. provide support to researchers with special needs.

It is the responsibility of each applicant to identify a suitable host institution; the Centre is not in a position to recommend host institutions. Researchers searching for relevant host institutions are welcome to use a dedicated [POLONEZ BIS Partner Search Tool](#) to publish their expression of interest and establish cooperation. Applicants may also consult [EURAXESS Poland website](#).

Please note that the appropriate choice of the host institution is an important criterion in the proposal evaluation process – see [Appendix II](#) for the template of the Host Institution Capacity Form.

### 3. Eligible mentors

Applicants are free to select a mentor who is already an employed staff member of the proposed host institution at the date of the call launch. The mentor should have adequate expertise in the field selected by the applicant; however, the applicant must always remain autonomous in choosing the topic and design of their projects. Mentor should remain employed by the host institution for the entire duration of the fellowship. Mentors of funded fellows will be obliged to hold regular meetings with them, help them in critically reflect on the individual career development goals and help fellows integrate with the local research environment. One mentor may support more than one POLONEZ BIS fellow.

It is the responsibility of each applicant to identify a suitable mentor; the Centre is not in a position to recommend mentors.

Please note that the quality of mentor's supervision will be evaluated on the basis of his/her research and publication track as well as their previous supervision/mentoring experience.

### 4. Eligible funding term

POLONEZ BIS will fund only 24-month fellowships.

Fellowships funded under POLONEZ BIS Call 1 must start on 1 September, 1 October or 1 November 2022. Fellowships which constitute state aid for the host institution must start on 1 October or 1 November 2022.

Fellowship duration may be extended under special circumstances, without additional funding, subject to prior approval of the NCN Director. Fellowships may be temporarily suspended during PI's pregnancy, maternity, paternity, parental leave or long-term sickness.

## FELLOWSHIP BUDGET AND ELIGIBLE COSTS

POLONEZ BIS fellowship awards include the remuneration of the PI calculated automatically based on the monthly lump sums as well as an allocation for eligible direct research expenses up to the amount of €100,000 per grant. Applicants are required to justify the requested costs with regard to the subject and scope of the research, based on real calculations and itemized expenses to be covered from the NCN resources (so-called eligible costs) in individual years of the project's implementation.

In the proposal submission system ZSUN/OSF the budget table should be completed in Polish zlotys (PLN), using the exchange rate of €1 = PLN 4.3333.

There must be no double financing of any part of the project by any other source of funds.

### 1. Remuneration of the PI

The PI shall receive a full-time employment with the monthly salary composed of the following elements:

- a. €2,740 living allowance (ca. PLN 11,873 gross = ca. PLN 7,038 net)
- b. €1,725 mobility allowance (ca. PLN 7,475 gross = ca. PLN 4,463 net)
- c. €300 family allowance, for fellows whose families stay in Poland for at least 3 months during the funding term (ca. PLN 1,300 gross = ca. PLN 859 net)
- d. €200 special needs allowance (ca. PLN 867 gross = ca. PLN 600 net)

The gross amounts above comprise the actual salary plus full health and social security coverage and other statutory costs included in the remuneration. The net amounts are approximations only, based on average tax charges in 2021.

Living and mobility allowances will be paid to all fellows. Family and special needs allowances will be paid only to eligible researchers. Eligibility will be determined at the call submission deadline and will not be revised during the fellowship.



## 2. Direct research expenses up to €100,000

The research budget may include the following funding categories:

- a. costs of staff assigned or recruited to the project (mentor, co-investigators, Master and PhD students);
- b. cost of equipment, devices and software which constitute host institution's fixed assets, up to €2,500 per item;
- c. essential research supplies and consumables;
- d. costs of small equipment which does not constitute host institution's fixed assets, up to €2,500 per item;
- e. costs of services outsourced to third parties (institutions and individuals with registered business activity);
- f. business trips i.e. travel and subsistence allowances for staff taking part in the project, including secondments, field trips, conferences and project meetings;
- g. travel and subsistence of external collaborators and consultants visiting the project;
- h. costs of publication of monographs which may be incurred once positively reviewed by the NCN;
- i. costs of actions intended to promote the fellowship and its results, such as project website, audio-, photo- or video-documentation of the research tasks, etc.

## 3. Indirect costs

Eligible indirect costs of the POLONEZ BIS fellowship include:

- a. indirect costs of Open Access, up to 2% of total direct fellowship costs, to be spent exclusively on open access to publications and research data;
- b. other indirect costs of up to 20% of total direct costs, to be spent on costs that are related indirectly to the research project, including the cost of open access to publications and research data.

The indirect costs should be used to provide the PI with an appropriate working space. The indirect costs can include salaries for administrative staff providing support for the PI which are not part of staff costs (administrative assistant, financial department representatives, acquisitions responsible, PR officer, etc.).

## 4. Excluded costs

The following costs will not be considered eligible:

- a. provisions for future liabilities, debt interest and other debt servicing expenses, interest and other amounts due on account of late payments, contractual penalties, fines, penalties and expenses to cover the costs of litigation;
- b. recoverable VAT;
- c. fees for pre-publishing reviews;
- d. leasing of research equipment;
- e. if the host institution applies for state aid - costs of NCN research scholarships, doctoral scholarships;
- f. cost of publication of monographs resulting from the fellowship, if they have not been positively reviewed by the NCN
- g. Article Processing Charges in hybrid journals, as defined in the [Open Access Policy at the NCN](#).

## 5. Budgetary flexibility

Applicants should note that budgetary flexibility is given during the funding term in order to allow for appropriate project management. Reallocation of funds among the cost categories which does not exceed 15% of the total eligible costs or PLN 100,000 does not require prior approval of the NCN.

For reallocation above this limit, an amendment to the fellowship agreement will be required before the date the modification should take place. The request must be fully substantiated and justified.

The 15% rule is NOT applicable to indirect costs and the full-time salary of the PI, which cannot be changed.

## 6. State aid

If the applicant chooses an enterprise as his/her host institution, the funding of the POLONEZ BIS fellowship by the National Science Centre may constitute State aid for the host institution. State aid will be granted under conditions regulated by the Regulation of the Minister of Science and Higher Education of 9 September 2015 on the terms and mode for granting State aid via the National Science Centre (Journal of Laws of 2015, item 1381 as amended). The Regulation is in accordance with the Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty.

Detailed information can be found on NCN website in the [State aid section](#).

## BEFORE APPLYING

1. **Determine your eligibility.** Read the POLONEZ BIS terms and conditions (available no later than 15 September 2021), the Guide for Applicants and consult the Frequently Asked Questions on [www.polonezbis.eu](http://www.polonezbis.eu). If you cannot find an answer to a specific question, send an e-mail to the POLONEZ BIS Coordination Team at [polonez@ncn.gov.pl](mailto:polonez@ncn.gov.pl). We will update the FAQ section frequently until the proposal submission deadline.
2. **Identify a suitable fellowship topic** (see Thematic Areas of the Calls above).
3. **Select a host institution** which would provide the most appropriate environment for the research project you intend to propose and for your own professional development. Register in the [POLONEZ BIS Partner Search Tool](#), browse through the published institutional offers or consult [EURAXESS Poland website](#).
4. **Confirm support form a host institution in Poland and your proposed mentor.** Do not add a host institution or mentor to your proposal if you did not discuss your fellowship proposal with him/her and if s/he did not explicitly agree to support your application.
5. **Contact the Research/Project Office** of the selected host institution to find out:
  - if the host institution will be applying for state aid
  - what internal procedures may affect the proposal and project performance (costs planned in the project, procedure for acquiring signature(s) of authorised representative(s) of the institution to confirm submission of the proposal).

**Important:** The overall responsibility for the proposal preparation, for timely completion of all steps of the application process, and for compliance with the POLONEZ BIS terms and conditions if an award is made, lies with the applicant / fellow.

The NCN provides general guidance on certain aspects of POLONEZ BIS fellowship applications in this document. If applicants need advice as they shape their proposal, they should liaise with their proposed mentors and with the Research/Project Office of their proposed host organisation.

## APPLICATION PROCESS AND REQUIREMENTS

**The proposal template for the POLONEZ BIS Call 1 as well as the templates of the required supporting documents will be available on 15 September 2021. The online proposal submission system will open around that time as well.**

Proposals are submitted jointly by the applicants and their selected host institution via a web-based online proposal submission system ZSUN/OSF <https://osf.opi.org.pl/>. To submit a proposal the applicant must be registered as a user of the system and follow the instructions given in the ZSUN/OSF system.

Both the applicant and the mentor involved in a POLONEZ BIS fellowship will be required to complete their respective parts of the proposal through the ZSUN/OSF. An authorised representative of the host institution has to sign the proposal before it is submitted. It is therefore essential that the participants named in a proposal will be available to complete their respective parts prior to the submission deadline.

**The submission deadline for POLONEZ BIS Call 1 is 15 December 2021, at 16.00 CEST. Please keep in**

**mind that it is not possible to make any changes in the proposal once it is submitted.**

POLONEZ BIS proposal will include an abstract, a summary for the general public, short and full project descriptions outlining research methodology, PI's and mentor's research track record, ethical issues form, Research Data Management Plan (DMP) and requested budget. The language of the proposal is English. Some fields may also require a parallel Polish version – applicants are advised to contact the host institutions for help or use Google translate. The proposals are evaluated by international experts and any inconsistencies in translation into Polish will not be taken into account. All necessary corrections in the fields completed in Polish can be made at the funding agreement stage.

Supporting documents must be provided by Host Institutions (signed Institution Capacity Form) and applicants – proof of research experience eligibility (PhD diploma or account of academic qualifications counting towards the total full time postgraduate research experience); proof of residency or work outside Poland for 2 out of 3 years. All documents uploaded to the ZSUN/OSF system shall be in PDF format.

## PROPOSAL EVALUATION PROCESS

### 1. Evaluation stages

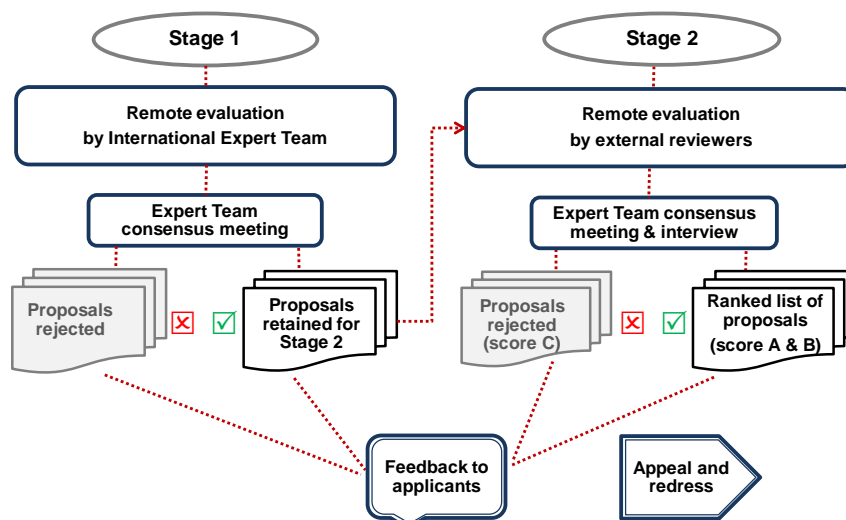
To guarantee a transparent, merit-based and impartial selection of the best researchers and proposals, NCN employs a two-stage peer review procedure by international experts and reviewers. After the initial eligibility check, proposal evaluation is divided into two stages:

- a. **qualification check** performed by the International Expert Team appointed by the NCN, based on the data included in the proposal, with the exception of the full project description.

Each proposal is evaluated by two members of the Expert Team acting independently. Then, based on the discussions, a list of proposals recommended for the second stage of evaluation is drafted by the experts at the first consensus meeting.

Please note: Proposals which integrate information, data, techniques, tools, perspectives, concepts or theories from two or more disciplines as defined in NCN panels are considered interdisciplinary proposals. In well-justified cases, interdisciplinary proposals are subject to an additional expert review at the first stage of evaluation.

- b. **specialist evaluation** of proposals recommended for the second stage of evaluation. Proposals are referred to at least two external reviewers who are not members of the Expert Team evaluating the proposal at the first stage and who carry out their evaluation based on the data included in the proposal with the exception of the short project description. After the external reviews are submitted, the members of the Expert Team discuss the individual reviews and conduct interviews with the applicants. The applicants are notified about the date of the interview and get access to the reviewers' opinions 14 days in advance.



## 2. Criteria and scoring

All proposals are assessed under four evaluation criteria as detailed in [Appendix III](#):

The evaluators will give each criterion a score between 0 and 5:

<b>5 Excellent</b>	All aspects of the criterion are successfully addressed; the proposal shows no weaknesses.
<b>4 Very good</b>	The criterion is very well addressed although certain improvements of the proposal are still possible.
<b>3 Good</b>	The criterion is well addressed although some improvements of the proposal would be necessary.
<b>2 Fair</b>	The criterion is broadly addressed, but the proposal demonstrates significant weaknesses.
<b>1 Poor</b>	The criterion is addressed in an inadequate manner, or the proposal contains serious structural flaws.
<b>0 Fail</b>	The proposal fails to address the criterion under examination or cannot be judged due to missing or incomplete information.

The interview is not scored separately but may influence the scores already assigned to particular criteria. The overall threshold of 70 % is applied to the total weighted score.

## 3. Funding/rejection decisions

The formal funding decisions or rejection decisions will be issued by the NCN Director. The call results, together with summary evaluation reports, will also be available to applicants in their individual accounts in the ZSUN/OSF proposal submission system. The funding decisions will be issued in June 2022.

Please note that the NCN employees are precluded from discussing the results of the call over the telephone or discussing the outcome of individual proposals via email or post.

## 4. Appeal and Redress Procedure

Applicants who wish to [appeal the final results](#) may send their complaints directly to the NCN's headquarters, within 14 days from the date of receiving the decision of the NCN Director. The received appeals are proceeded by the Appeal Committee of the NCN Council. The decision of the Council Appeal Committee may be further appealed at the administrative court.

Please note that comments and scores given by experts and external reviewers will not be subject to appeals. Grounds for appeals include conflicts of interest and errors in administrative procedure. Appeal procedures do not stop or hinder the subsequent evaluation stages of other proposals in the given call.

## CONTRACTING OF PROJECTS

With regard to each funded proposal, a trilateral fellowship agreement between the NCN, the PI and the host institution will be concluded for the funding term.

The fellowship agreement will set out the terms and conditions of fellowship performance, as well as the roles and responsibilities of the parties.

The template of the fellowship agreement will be published no later than on 15 September 2021.

The indicative time for concluding fellowship agreements is September/October 2022.

## GUIDANCE ON SELECTED SECTIONS OF THE APPLICATION FORM

Detailed instructions on submitting POLONEZ BIS proposals via the ZSUN/OSF online submission system will be provided in a separate document at the call launch date.

### 1. Proposal abstract and abstract for the general public

Applicants will be required to provide an abstract of their fellowship proposal and an abstract for the general public. It is important to note differences between the two abstracts, in particular that the former is to cover all key aspects of the proposal in order to allow the experts requested to review the project to assess their competencies to perform the review. The latter should be written in non-technical language for non-expert audiences and should include the project objectives, description of research, reasons for attempting a particular research topic and substantial results expected.

Should the project qualify for funding, the abstract for the general public will be published on the National Science Centre's website alongside the information on the call's results.

### 2. Short and full description of the project

Applicants will be required to provide two descriptions of the project. Both descriptions should cover the same 5 sections:

- a. scientific goal of the project (description of the problem to be solved, research questions and hypotheses)
- b. significance of the project (state of the art, justification for tackling a specific scientific problem, justification for the pioneering nature of the project, the impact of the project results on the development of the research field and scientific discipline);
- c. concept and work plan (general work plan, specific research goals, results of preliminary research, risk analysis);
- d. research methodology (underlying scientific methodology, methods, techniques and research tools, methods of results analysis, equipment and devices to be used in research);
- e. project literature (a reference list for publications included in the project description, with full bibliographic data).

The short description of the project (up to 5 pages) is evaluated by the experts at the first stage of evaluation. These experts have no access to the full project description.

The full description of the project (up to 15 pages) is evaluated by external reviewers at the second stage of evaluation. The external reviewers have no access to the short description of the project.

### 3. Sex/gender dimension in the project description

While in some research projects biological sex and/or gender may not be relevant in terms of the research content, it is well established that where relevant, not integrating sex and gender analysis into the design, implementation, evaluation and dissemination of the research can lead to poor results and missed opportunities. That is why the applicants should consider whether the methodology of their project ensures that (possible) gender differences will be investigated. Applicants are encouraged to use [https://www.yellowwindow.com/genderinresearch/downloads/YW2009\\_GenderToolkit\\_Module1.pdf](https://www.yellowwindow.com/genderinresearch/downloads/YW2009_GenderToolkit_Module1.pdf) for further guidance.

### 4. Research tasks

This section contains the scientific work plan of the POLONEZ BIS fellowship and should only list research tasks. Purchase of research equipment, participation in conferences and other dissemination activities, etc. should not be included.

POLONEZ BIS does not require applicants to include deliverables, milestones or a Gantt chart but if they are included they will be binding if the fellowship is funded.

### 5. Career development plan and secondments

A career development plan (CDP) is a key component of a POLONEZ BIS fellowship proposal. It will be composed of a number of sections to help applicants to self-assess their strengths and any areas for development. It will also facilitate mapping areas for development and gaps in their skills to planned career development activities for the duration of the project.

The CDP will be visible to international experts and reviewers but not all of its sections will be evaluated.

The CDP will be composed of the following sections:

- a. Previous experience – positions held in the most recent project and training courses attended/completed in the previous year, project management and intersectoral experience, (to set background for training goals, not evaluated).
- b. Self-assessment of skills, knowledge and behaviours (competencies) in a number of areas. While the self-assessment is necessarily subjective, applicants should please score themselves as objectively as possible. It might be helpful to get feedback from colleagues or your supervisor/manager but this is not a requirement. A realistic, accurate picture of your current competencies will enable the CDP and subsequent development to be as beneficial as possible. This part of the CDP is based on [The Vitae Researcher Development Framework](#), which applicants may find useful when preparing their CDPs. (to set background for training goals, not evaluated)
- c. Transfer of knowledge from the applicant to the host or secondment institution. (evaluated)
- d. Development plan – short term goals to be achieved during the POLONEZ BIS fellowship. (evaluated)
- e. Secondment preferences or plans. Each project design must include a secondment phase outside the host institution, lasting from 2 weeks up to 1 month and involving exchange of knowledge. The secondment phase may be carried out in Poland or in any EU Member State or Associated Country, within a single period of time or as a number of visits, at least one of which must be 14 days long. The fellow's previous employers are excluded as secondment institutions. The applicants do not have to specify the secondment institution in the proposal. They must, however, describe their needs and expectations for international or cross-sectoral exposure. (evaluated)
- f. Long-term career development goals (expected long-term impact of the POLONEZ BIS fellowship on the applicant's career in two/three years after completing the project). (evaluated)
- g. Plans for dissemination and communication of project results. (evaluated)
- h. Plans for outreach/public engagement. At least two outreach activities must be planned during the funding term. (evaluated)

Please note that the PI will have to update the CDP within 6 months of the fellowship start date.

## 6. Ethical requirements

POLONEZ BIS is subject to ethical [requirements applicable under Horizon 2020](#) and applicants are required to carefully consider the ethical implications of their proposed research. They are also obliged to follow the [Code of the National Science Centre on research integrity and applying for research funding](#).

The detailed guidelines for completing the ethics issues section of the POLONEZ BIS proposal will be published as a separate document no later than on 15 September 2021.

## CONTACT

Please contact the POLONEZ BIS Coordination Team at the NCN with all queries concerning the fellowship programme. We will endeavour to answer your questions sent by e-mail as soon as possible, within 5 working days at the latest. Answers to the questions will be published in the FAQ to ensure equal access to information for all applicants.

POLONEZ BIS Coordination Team

polonez@ncn.gov.pl

Jolanta Palowska

mob. + 48 695 211 478

## APPENDIX I

## Compliance with the eligibility criteria (residency, mobility, research career breaks)

Proposal ID no:

Proposal title:

Name and surname of the Applicant (Principal Investigator):

Name of the Host Institution:

## PART I

Indicate the period(s) and the country/countries in which the Principal Investigator (PI) has legally resided and/or carried out his/her main activity (work, studies, etc.) during the last three years up until the opening of the call for proposals, **i.e. between 15 September 2018 and 14 September 2021**.

1. Please fill in this section in English, without gaps, until the date of call announcement (15 September 2021).
2. Provide as many entries as needed. Any data provided in the table below should correspond to the information given in other sections of the proposal (e.g. information on career breaks, academic and research track record, research experience, etc.).
3. Short stays<sup>1</sup> should **not** be listed – PIs should only indicate period(s) in which they have resided and/or had their main activity (work, studies, etc.) in a given country.
4. Mandatory military service and time spent as part of a procedure for obtaining refugee status (under the 1951 Geneva Convention and the 1967 Protocol) should be listed, if applicable, to show continuity, but they are not taken into account when assessing the PI's eligibility status.
5. The list and the copies of the documents<sup>2</sup> included in the list (in English or the original language) should be merged into one PDF document and uploaded to the ZSUN/OSF system.

No.	Period concerned		Country	Document's name	Description
	from YYYY-MM-DD	to YYYY-MM-DD			
1					
2					
...					

## PART II

**Is the Principal Investigator applying for POLONEZ BIS fellowship at the Host Institution which granted his/her PhD?**

**YES/NO (delete as applicable)**

If **YES**, provide information about post-doctoral fellowship(s) completed by the PI outside Poland and lasting at least 36 months in total, including one continuous post-doctoral fellowship of at least 12 months. The copies of relevant documents confirming the post-doctoral fellowships (in English or the original language) should be merged into one PDF document and uploaded to the ZSUN/OSF system.

No.	Period concerned		Country	Document's name	Description
	from YYYY-MM-DD	to YYYY-MM-DD			
1					
2					
...					

<sup>1</sup> short stays are characterised by the type of activity rather than by a specific number of days. A period can only be considered as a short stay if the PI did not reside or did not carry out his/her main activity (work, studies, etc.) in the country during that period (such as holidays or conference participation).

<sup>2</sup> for example flat rental contracts, utility bills in PI's name, a work contract, a study certificate, proof of payment of tuition fees, a residence permit, insurance contracts, tax declarations etc.

## APPENDIX II

## Host Institution Capacity Form

Proposal ID no:

Proposal title:

Name and surname of the Applicant (Principal Investigator):

Name of the Host Institution:

**Name of the collaborating unit within the Host Institution where the Principal Investigator will actually work (Faculty / Department / Division / Laboratory / Research group):**

*Instructions:*

*Please answer questions 1-12 in English, save the form as a PDF file, and have it signed electronically (PAdES format) by a person authorised to represent the Host Institution (e.g. Rector, Director of PAS Institute, other authorised person, etc). The signed form should be uploaded to the ZSUN/OSF system.*

1. Has the Host Institution received the HR Excellence in Research Award from the European Commission?

**YES / NO (delete as applicable)**

**If YES, year of award:**

link to the HR Strategy and Action Plan:

2. Does the Host Institution undergo national evaluation?

**YES / NO (delete as applicable)**

**If YES, name of the evaluated unit (e.g. relevant Faculty):**

year of the most recent evaluation:

evaluation category received:

*For questions 3-8 below, please refer to the collaborating unit where the applicant will actually work, not to the Host Institution as a whole.*

3. General description of activities and expertise including research focus or research topic(s).

4. Role and profile of key persons (incl. mentor).

*Describe the qualifications of the key person(s) including supervisory / mentoring experience.*

5. Previous and current involvement in research and training programmes.

*Indicate up to 3 relevant EU, national or international research and training actions/projects in which you have previously participated and/or are currently participating (title, source of funding).*

6. Relevant publications and/or research/innovation products.

*Describe important research achievements from the last 5 years including a list of the most important publications, patents, other.*

7. Other relevant achievements.

8. Have you hosted POLONEZ Fellows or MSCA IF Fellows before? If so, when?

*For questions 9-12 below, please indicate which facilities or benefits are offered at the level of the collaborating unit and which at the level of the Host Institution.*

9. Significant infrastructure.

*Describe key research facilities, infrastructure and equipment you will make available to the Applicant (Principal Investigator).*



## 10. Hosting arrangements.

*Describe the research environment, existing networks and international cooperation, additional training and career development options you offer to the Applicant (Principal Investigator) for training, transfer of knowledge and integration with the existing team.*

11. Intersectoral secondments options<sup>3</sup>.

*Do you cooperate with any partner institutions suitable for intersectoral secondment? What additional knowledge, skill or insights can they offer?*

## 12. Other benefits.

*List additional benefits you declare to provide for the recruited experienced researcher and/or their family, other than guaranteed by Labour Law or listed in the POLONEZ BIS call text.*

## Oświadczenia i podpis:

1. Zobowiązuję się do zapoznania osoby /osób wymienionych w formularzu opisu podmiotu przyjmującego z zawartością Załącznika 1 do niniejszego formularza.
2. W przypadku pozytywnej decyzji Dyrektora NCN o przyznaniu środków na realizację ww. projektu POLONEZ BIS zadeklarowane w formularzu warunki pracy i wsparcia zostaną spełnione.

## Declarations and signature:

1. I hereby declare that I will ensure that the person(s) indicated in the Host Institution Capacity Form has/have read Annex no 1 hereto.
2. If the POLONEZ BIS project mentioned above is funded by the NCN, the declared employment conditions and support will be implemented.

Podpis osoby upoważnionej do reprezentowania jednostki

*Signature of the person authorised to represent the Host Institution*

<sup>3</sup> It is not mandatory to decide on the secondment institution at the application stage. However, if the Host Institution declares a possibility for cooperation with a partner institution and the proposal is recommended for funding, the Host Institution will be obliged to act as an intermediary in scheduling the Fellow's secondment at the indicated partner institution.

**Załącznik nr 1**

**Informacja o przetwarzaniu danych osobowych osoby/osób wskazanych w Załączniku nr 2 do uchwały nr 54/2021 z dnia 10 czerwca 2021 r. Na podstawie art. 14 ust. 1, 2 i 3 rozporządzenia Parlamentu Europejskiego i Rady (UE) 2016/679 z dnia 27 kwietnia 2016 r. w sprawie ochrony osób fizycznych w związku z przetwarzaniem danych osobowych i w sprawie swobodnego przepływu takich danych oraz uchylenia dyrektywy 95/46/WE (ogólne rozporządzenie o ochronie danych) (Dz. Urz. UE L 2016, Nr 119, s. 1).**

1. Narodowe Centrum Nauki z siedzibą w Krakowie przy ul. Twardowskiego 16, 30-312 Kraków (dalej też: Centrum) jest administratorem danych osobowych wymienionych w Załączniku nr 2 do uchwały nr 54/2021, a przekazanych Centrum przez instytucję naukową.
2. Kontakt z wyznaczonym Inspektorem Ochrony Danych w Centrum jest możliwy za pomocą poczty elektronicznej (e-mail: [iod@ncn.gov.pl](mailto:iod@ncn.gov.pl)), telefonicznie pod numerem +48 12 341 91 13 lub bezpośrednio w siedzibie administratora danych osobowych.
3. Podstawę prawną przetwarzania danych osobowych przez Narodowe Centrum Nauki stanowi art. 6 ust. 1 lit. c ogólnego rozporządzenia o ochronie danych w zw. z art. 20 ustawy z dnia 30 kwietnia 2010 r. o Narodowym Centrum Nauki (t.j. Dz. U. z 2019 r. poz. 1384).
4. Narodowe Centrum Nauki będzie przetwarzać dane osobowe takie jak imię albo imiona i nazwisko, stanowisko, nazwę i dane adresowe podmiotu zatrudniającego.
5. Pozyskiwane dane osobowe będą przetwarzane w celu umożliwienia oceny doskonałości naukowej oraz trafności wyboru jednostki wskazanej przez Wnioskodawcę jako miejsce realizacji projektu POLONEZ BIS, przeprowadzenia ewaluacji realizacji zadań Centrum oraz sprawozdawczości. Ponadto dane osobowe będą przetwarzane w celu upowszechnienia w środowisku naukowym informacji o ogłaszanych konkursach, w celu wykonywania innych czynności regulowanych przepisami prawa i do celów archiwalnych.
6. Dane osobowe będą przetwarzane od momentu ich pozyskania przez okres niezbędny do realizacji celów wskazanych w pkt. 5, okres wymagany przez przepisy prawa oraz przez okres przechowywania zgodny z instrukcją kancelaryjną Centrum i Jednolitym Rzeczym Wykazem Akt.

**Annex no 1**

**Information about processing of personal data of the person(s) indicated in the Annex no 2 to NCN Council Resolution No 54/2021 of 10 June, 2021. Pursuant to Article 14(1), 14(2), and 14(3) of the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (OJ. L 2016, No. 119, p. 1).**

1. National Science Centre with its registered office in Kraków at ul. Twardowskiego 16, 30-312 Kraków (further also: Centre), is the controller of personal data provided in the Annex no 2 to NCN Council Resolution No 54/2021 and transferred to the Centre by the Host Institution.
2. The Centre's designated Data Protection Officer can be contacted via electronic mail at [iod@ncn.gov.pl](mailto:iod@ncn.gov.pl), by phone at +48 12 341 9113 or directly at the registered office of the controller.
3. The Centre processes your personal data based on Article 6(1)(c) of General Data Protection Regulation in conjunction with Article 20 of the Act of 30 April 2010 on the National Science Centre (consolidated text Journal of Laws of 2019, item 1384).
4. The National Science Centre will process the personal data such as name or names, surname, name and address of the employer.
5. The collected personal data will be processed for the purpose of evaluation of the excellence and appropriateness of the institution selected by the Applicant to host a POLONEZ BIS research project, evaluation of the Centre's own tasks and reporting. In addition, personal data will be processed for the purpose of dissemination of the information on the Centre's calls for proposals throughout the scientific community, implementation of other activities regulated by the generally applicable laws and for archiving purposes.
6. Personal data will be processed from the moment they have been collected as long as it is necessary to achieve the purposes indicated in point 5, for the period required by generally applicable laws and for the period of storage as defined by the Centre's records management procedures and the

- |  |   |
|--|---|
| <ol style="list-style-type: none"><li>7. Osoba, której dane dotyczą ma prawo dostępu do treści swoich danych, sprostowania swoich danych osobowych, ograniczenia przetwarzania swoich danych osobowych</li><li>8. Osoba, której dane dotyczą ma prawo wniesienia skargi do Prezesa Urzędu Ochrony Danych Osobowych, w przypadku gdy uzna, że przetwarzanie narusza przepisy ogólnego rozporządzenia o ochronie danych.</li><li>9. Odbiorcami danych osobowych będą wyłącznie podmioty uprawnione do uzyskania danych osobowych na podstawie przepisów prawa.</li><li>10. Pozyskiwane dane osobowe mogą być powierzone do przetwarzania podmiotom zewnętrznym w ramach realizowanych przez nie usług, na podstawie umów o powierzenie danych osobowych, a podmioty te również zobowiązane są do zachowania poufności przetwarzanych danych.</li></ol> | <p>Uniform File Classification System.</p> <ol style="list-style-type: none"><li>7. You have the right to access your personal data, correct your personal data and restrict the processing of your personal data.</li><li>8. You have the right to lodge a complaint with the President of the Office of Personal Data Protection if the General Data Protection Regulation is violated.</li><li>9. The recipients of your personal data may only be entities authorised to collect personal data on the basis of generally applicable laws.</li><li>10. The collected personal data may be transferred for processing to third party companies or individuals commissioned to provide services. Such third parties process data based on personal data transfer contracts and are also obliged to keep the data being processed confidential.</li></ol> |
|--|---|

**APPENDIX III****PROPOSAL EVALUATION CRITERIA IN THE POLONEZ BIS 1 CALL****Has the proposal been prepared in a reliable manner?<sup>4</sup>**

yes

no

In the case of “no”, please justify:

**Does the project meet the criteria of a scientific proposal?<sup>4</sup>**

yes

no

In the case of “no”, please justify:

**Does the project meet the criteria of basic research?<sup>4,5</sup>**

yes

no

In the case of “no”, please justify:

**Does the proposal meet other eligibility criteria outlined in the call for proposals?<sup>4</sup>**

yes

no

In the case of “no”, please justify:

**STAGE I OF PROPOSAL ASSESSMENT****A. PROJECT ASSESSMENT (45%)****A1. SCIENTIFIC QUALITY OF THE RESEARCH PROJECT (25%)**

- *Originality and innovative nature of the project, and relationship to the “state of the art” of research in the field, including any interdisciplinary and multidisciplinary aspects of the proposal,*
- *relevance of the research methodology and work plan in relation to the scientific objectives of the project, including (if applicable) appropriate integration of sex and/or gender dimension in the project’s content.*

Justification:**A2. SCIENTIFIC IMPACT OF THE RESEARCH PROJECT (10%)**

*The potential for substantial international impact on the research field, taking into account the specifics of the research field and the variety of forms of impact.*

Justification:**A.3. DISSEMINATION OF PROJECT OUTPUTS (10%)**

- *The potential for high quality research publications and other research outputs, taking into account the specifics of the research field,*
- *quality and scope of measures proposed to disseminate and exploit project results within research community and general public*

Justification:

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<sup>4</sup> This criterion is not subject to assessment by external reviewers. At the same time, an external reviewer may indicate the irregularities identified in a given criterion of the proposal which are then accepted or rejected by the Expert Team in the final evaluation.

<sup>5</sup> Pursuant to Article 4 (2) (1) of the Act on Higher Education and Science of 20 July 2018, basic research shall mean experimental or theoretical work undertaken primarily to acquire new knowledge of the underlying foundations of phenomena and observable facts, without any particular commercial application or use in view.

**B. QUALIFICATIONS AND SCIENTIFIC ACHIEVEMENTS OF THE APPLICANT (PRINCIPAL INVESTIGATOR) (25%)<sup>6</sup>**

Qualifications and scientific achievements of the applicant (principal investigator) in the past 10 years, taking into account the stage of scientific career, career breaks, and the diverse range of research outputs evaluated from an international perspective, in particular:

- important contribution to the field(s) or discipline(s),
- up to 10 most important publications from the academic and research track record, with up to 3 of them attached to the proposal as PDF files; for research in art, up to 10 most important artistic achievements and achievements in research in art from the academic and research track record,
- research performance and research outputs (publications, datasets, software, etc.) of previous grants,
- presentations to internationally established conferences, including invited talks,
- scientific or artistic prizes/awards or membership in well-regarded international organizations,
- international recognition,
- other research activities,
- other competences e.g. managerial, transnational or intersectoral experience.

Justification:

**C. ASSESSMENT OF THE SUPERVISION AND THE HOST INSTITUTION (20%)****C1. QUALIFICATIONS AND SCIENTIFIC ACHIEVEMENTS OF THE MENTOR (10%)<sup>6</sup>**

Qualifications and scientific achievements of the mentor in the past 10 years, taking into account the stage of scientific career, career breaks, and the diverse range of research outputs evaluated from an international perspective, in particular:

- important contribution to the field(s) or discipline(s),
- up to 10 most important publications from the academic and research track record; for research in art, up to 10 most important artistic achievements and achievements in research in art from the academic and research track record,
- research performance and research outputs (publications, datasets, software, etc.) of previous grants,
- presentations to internationally established conferences, including invited talks,
- scientific or artistic prizes/awards or membership in well-regarded international organizations,
- international recognition,
- other research activities,
- experience in mentoring or supervising research.

Justification:

**C2. EXCELLENCE AND APPROPRIATENESS OF THE HOST INSTITUTION (10%)**

- The academic rank of the Host Institution, including HR Excellence Research award,
- quality of the institutional environment: suitable and adequate facilities, equipment and other resources and opportunities for international networking,
- measures taken by the host for providing quantitative and qualitative mentoring and opportunities for integration of the applicant into the existing team/institution,
- mutual gain from transfer of knowledge and expertise between the host institution and the applicant.

**SCORING**

Justification:

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<sup>6</sup> NCN is committed to promoting the DORA recommendations and to not using journal-based metrics, such as Journal Impact Factors, as a surrogate measure of the quality of individual research articles to assess an individual scientist's contributions. In the assessment of the publication component of the Principal Investigator's track record, experts and reviewers should take into account their expert knowledge of their field of research, as well as the citation and publication practices of that field. Track record assessment should take into account the overall quality, contribution to the field, and impact of publications.

**D. POTENTIAL IMPACT OF THE PROJECT ON THE CAREER DEVELOPMENT OF THE APPLICANT (PRINCIPAL INVESTIGATOR) (10%)**

- *Contribution to career development and (if applicable) re-establishment, potential for reaching or re-enforcing a position of professional maturity,*
- *impact of competencies acquired during the fellowship on the future career prospects of the applicant, in particular through exposure to transferable skills,*
- *relevance of the proposed intersectoral secondment.*

Justification:

**Are the costs to be incurred well justified with regards to the subject and scope of the research?<sup>4</sup>**

yes

no

In the case of “no”, please justify:

**Has the data management been duly planned?<sup>4,7</sup>**

yes

no

In the case of “no”, please justify:

**Have the ethics issues in research been appropriately addressed?<sup>7</sup>**

yes

no

In the case of “no”, please justify:

**Does the proposal involve the use of the human embryonic stem cells (hESC)?**

yes

no

**In the case of “yes”, is the use of the hESC necessary to achieve the scientific objectives of the project?**

yes

no

In the case of “yes”, please justify:

**Does the project undertake interdisciplinary research?<sup>8</sup>**

yes

no

**STRENGTHS OF THE PROPOSAL:**

**WEAKNESSES OF THE PROPOSAL:**

STAGE II OF PROPOSAL ASSESSMENT

**I. External reviews (in line with the criteria in stage I)**

**II. Ethics issues assessment by ethics experts**

**Have the ethics issues in research been appropriately addressed?<sup>7</sup>**

yes

no

In the case of “no”, please justify:

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<sup>7</sup> If the criterion does not apply to the project, a “yes” decision is given.

<sup>8</sup> Interdisciplinary proposals integrate information, data, techniques, tools, perspectives, concepts or theories from two or more disciplines as defined in NCN panels.

**Does the proposal involve the use of the human embryonic stem cells (hESC)?**

yes

no

**In the case of “yes”, is the use of the hESC necessary to achieve the scientific objectives of the project?**

yes

no

In the case of “yes”, please justify:

**III. Interview with the applicant**

Following the interview, the Expert Team decides on the final number of points and on the recommendation for the proposal:

- A Proposal recommended for funding.
- B Proposal recommended for reserve list.
- C Proposal below the required threshold (70 points); it cannot be funded.