

WIB-APL-PZ-01/01.01/1

The Polish language shall be the authentic language of the present document. Should this document be made also in other language version, in case of any discrepancies the Polish language version shall prevail. Polish version of the document is available on <https://wib.port.org.pl/konkursy/ogloszenia-o-konkursach/>

Instructions for filling the Application for funding a Research Team by the Polish Science Fund

[application template with filling instructions]

RESEARCH TASK TITLE:

[Task title as per A 4.1]

APPLICANT:

[Abbreviated name as per A.3.1.2]

.....

Information required in an Application for funding
a Research Team by the Polish Science Fund

- 1. The Polish version of the application should be completed in Polish. The Funding Application in the English version should be completed in English. The financial part of the application: Research Task Cost Estimate – part C.2 of the application should be completed in the Polish and English languages.***
- 2. While completing each field in the Funding Application you should pay attention to the requirements included in this document and the formal and substantive requirements indicated in “Criteria for the selection of Research Teams conducting scientific activities in the form of the Virtual Research Institute” and in “General eligibility rules for expenditures” which form appendices to the Competition Regulations, as well as the requirements and guidelines included in the “Research Task Cost Estimate – part C.2” spreadsheet.***
- 3. A list of obligatory appendices is indicated in the Application for funding a Research Team by the Polish Science Fund. It is not obligatory to provide other appendices than specified, in particular all kinds of specialist analyses, including market analyses ordered by Applicants drawn up by third party specialists in order to present them to the Managing Entity. Analyses required within the substantive criteria can be based on generally available data or data owned by the Applicants, as long as they justify the execution of the Research Tasks in respect of the defined market demands.***
- 4. When filling the application form you should comply with the character limit indicated for each field. If a field is not applicable for a specific Research Task due to subjective or objective considerations, you should mark it as “Not applicable”.***
- 5. If it is necessary to provide more data items than the application form template allows (in order to indicate more units, key team members, stages of Research Task execution, cost items, etc.), the appropriate fields of the application should be copied while maintaining the logics and clarity of the form. No fields can be removed from the Application Form Template – if the number of provided fields in specific cases is not adequate to the specifications of the Research Task, you should write “not applicable” in every such field. If the number of rows for each expenditure in the spreadsheets for the Applicant and Consortium members is insufficient, you should add rows yourself in order to introduce new expenses while keeping the appropriate formatting.***
- 6. The spreadsheet (Costs estimation of a research task – part C.2) includes active formulas, allowing you to sum and calculate each item and category, as well as the total cost.***
- 7. The Applicant is responsible for the correct calculation in the Costs estimation, including any updates, and for adjusting the formulas to the specifications of the conducted Research Task. The Cost Templates are protected. In order to format the added rows or in case it is necessary for you to update the formulas, the protection should be removed.***
- 8. When creating the “Costs estimation of a research task”, full numbers should be used without any decimals. It is not applicable if the numbers are calculated automatically in case of indirect costs settled as lump-sums.***
- 9. The information provided in the Cost should be coherent with the substantive scope of the Research Task, which shall be the subject of the substantive evaluation of the Funding Application.***
- 10. The Costs estimation of a research task can only cover those costs which are eligible pursuant to Appendix 6 of the Competition Regulations entitled “General eligibility rules for expenditures of Research Teams conducting scientific activities in the form of the Virtual Research Institute”.***
- 11. The spreadsheets of the Costs estimation should be printed and attached to the Funding Application. An editable version should be included in the electronic version of the Application.***

12. When completing the fields of the Funding Application you should use the Calibri 10 font, except for B.1.1, where font size 8 is recommended. Only white fields in the Application should be completed.
13. In order to make sure that the Application form is properly displayed, we suggest completing it with the use of MS Office/Word (for the substantive part) and MS Office/Excel for the financial part: Costs estimation of a research task – part C.2 of the application).

A. GENERAL INFORMATION															
1. Name of the Managing Entity of the Virtual Research Institute															
Managing Entity	Sieć Badawcza Łukasiewicz – PORT Polski Ośrodek Rozwoju Technologii														
2. Number of the Funding Application/date and time of filing the Funding Application (completed by the Managing Entity)															
Number of the Funding Application	Number assigned by the Managing Entity upon registering the application														
Date and time of filing the Funding Application	Completed by the Managing Entity														
3. Identification data of the units in which scientific activities are conducted by the Research Team Leader and Members															
3.1 Applicant – specified in Article 7 (1) (1, 3-6 and 8) of the HE&S Act in which the Leader conducts scientific activities, i.e.:															
3.1.1 full name of the unit as per the appropriate register/ KRS/CEIDG/legal regulations															
3.1.2 abbreviated name of the unit															
3.1.3 the unit's organisational status (Article 7 section 1 points 1, 3-6 and 8 of the Act of 20 July 2018, HE&S Act, Article 11 of the Act of 4 April 2019 on Polish Science Fund's support for scientific activities) – choose one option only	<table border="1"> <tr> <td>higher education institution;</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>The Polish Academy of Sciences, acting pursuant to the Act of 30 April 2010 on the Polish Academy of Sciences</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>research institute of the Polish Academy of Sciences, acting pursuant to the Act of 30 April 2010 on the Polish Academy of Sciences</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>research institute acting pursuant to the Act of 30 April 2010 on Research Institutes</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>international research institute established on the basis of separate acts, operating in the territory of the Republic of Poland</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>other entity conducting primarily scientific activities in an independent and continuous manner</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	higher education institution;	<input type="checkbox"/>	The Polish Academy of Sciences, acting pursuant to the Act of 30 April 2010 on the Polish Academy of Sciences	<input type="checkbox"/>	research institute of the Polish Academy of Sciences, acting pursuant to the Act of 30 April 2010 on the Polish Academy of Sciences	<input type="checkbox"/>	research institute acting pursuant to the Act of 30 April 2010 on Research Institutes	<input type="checkbox"/>	international research institute established on the basis of separate acts, operating in the territory of the Republic of Poland	<input type="checkbox"/>	other entity conducting primarily scientific activities in an independent and continuous manner	<input type="checkbox"/>		
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other entity conducting primarily scientific activities in an independent and continuous manner	<input type="checkbox"/>														
3.1.4 legal form	basic: specific: (Basic and specific, pursuant to the Regulation of the Council of Ministers of 30 November 2015, on the methods of keeping and updating the National Official Register of Business Entities, application templates, surveys and certificates, Journal of Laws of 2015, item 2009, as amended)														
3.1.5 type of ownership	<table border="1"> <tr> <td colspan="2">% ownership</td> </tr> <tr> <td style="width: 20px;"></td> <td>Treasury</td> </tr> <tr> <td></td> <td>domestic legal persons</td> </tr> <tr> <td></td> <td>local government units or local government legal persons</td> </tr> <tr> <td></td> <td>domestic natural persons</td> </tr> <tr> <td></td> <td>other domestic private entities</td> </tr> <tr> <td></td> <td>foreign persons</td> </tr> </table> (pursuant to the said Regulation)	% ownership			Treasury		domestic legal persons		local government units or local government legal persons		domestic natural persons		other domestic private entities		foreign persons
% ownership															
	Treasury														
	domestic legal persons														
	local government units or local government legal persons														
	domestic natural persons														
	other domestic private entities														
	foreign persons														
3.1.6 primary scientific activities conducted in Poland	YES <input type="checkbox"/> NO <input type="checkbox"/> Choose only one option														
3.1.7 number of the primary/dominant activity of the unit	PKD2007 NACE Rev. 2:														
3.1.8 name, surname, and job post of the person managing the unit															
3.1.9 registered office address:															

street/building and office number/post code/ city or town		
3.1.10 telephone/fax number		
3.1.11 website address		
3.1.12 e-mail address		
3.1.13 Electronic Post Box address – ESP (ePUAP) – if applicable		
3.1.14 NIP (tax identification) number		
3.1.15 REGON (National Business Registry) Number		
3.1.16 mailing address, if other than the registered office address		
3.2 Consortium		
3.2.1. Is the Research Task going to be conducted within a Consortium?		
YES <input type="checkbox"/> NO <input type="checkbox"/>		
3.3 The unit at which the Member of the Research Team – Key Personnel conducts scientific activities		
<i>Copy the rows below if more than one unit</i>		
3.3.1 full name of the unit as per the appropriate register/ KRS/CEIDG/legal regulations		
3.3.2 abbreviated name of the unit		
3.3.3 the unit's organisational status (Article 7 section 1 points 1, 3-6 and 8 of the Act of 20 July 2018, HE&S Act, or other legal person or organisational unit without legal personality)	higher education institution	<input type="checkbox"/>
	the Polish Academy of Sciences, acting pursuant to the Act of 30 April 2010 on the Polish Academy of Sciences	<input type="checkbox"/>
	research institute of the Polish Academy of Sciences, acting pursuant to the Act of 30 April 2010 on the Polish Academy of Sciences	<input type="checkbox"/>
	research institute acting pursuant to the Act of 30 April 2010 on Research Institutes	<input type="checkbox"/>
	international research institute established on the basis of separate acts, operating in the territory of the Republic of Poland	<input type="checkbox"/>
	other entity conducting primarily scientific activities in an independent and continuous manner	<input type="checkbox"/>
	other legal person	<input type="checkbox"/>
organisational unit without legal personality	<input type="checkbox"/>	
3.3.4 legal form	basic: specific: (Basic and specific, pursuant to the Regulation of the Council of Ministers of 30 2015r. on the methods of keeping and updating the National Official Register of Business Entities, application templates, surveys and certificates, Journal of Laws of 2015, item 2009, as amended)	
3.3.5 type of proprietorship	(Pursuant to the resolution)	
3.3.6 primary scientific activities conducted in Poland	YES <input type="checkbox"/> NO <input type="checkbox"/> Choose only one option	
3.3.7 number of the primary/dominant activity of the unit	PKD2007 NACE Rev. 2:	
3.3.8 name, surname, and job post of the person managing the unit		
3.3.9 registered office address: street/building and office number/post code/ city or town		
3.3.10 telephone/fax number		
3.3.11 website address		
3.3.12 e-mail address		
3.3.13 Electronic Post Box address – ESP (ePUAP) – if applicable		
3.3.14 NIP (tax identification)		

number	
3.3.15 REGON (National Business Registry) Number	
3.3.16 mailing address	
4. General Information on the Research Task	
4.1 Title of the Research Task	
4.2 Abbreviated title of the Research Task	
4.3 Scientific field and discipline	
pursuant to the Regulation of the Minister of Science and Higher Education of 20 September 2018 on fields of science, academic disciplines and artistic disciplines (Journal of Laws of 2018, item 1818).	
According to the OECD Fields of Science and Technology Outline	http://www.oecd.org/science/inno/38235147.pdf or https://konstytucjadlanauki.gov.pl/content/uploads/2018/09/nowy-podzia-dyscyplin-tabela.pdf
4.4 Keywords directly related to and precisely describing the subject of the Research Task (maximum 10)	
4.5 Research subject (indicating only one dominant subject), no more than 1000 characters	
4.6 The funding amount of the Research Task applied for from the Fund (in PLN)	
PLN, in words: PLN	
5. Summary of the Research Task	
5.1 Goals of the Research Task/research hypothesis/research method applied, no more than 2000 characters	
5.2 Justification of the need to implement the Research Task, no more than 2000 characters	
5.3 Description of the current and desired situations, no more than 2000 characters	
5.4 Short description of the Research Task 2000 characters	
5.5 Description of the target audience of the Research Task results, no more than 2000 characters	

5.6 Expected scientific, economic and social results of the scientific activities covered by the Research Task, no more than 2000 characters	
6. Execution period of the Research Task	
6.1 Starting date of the execution of the Research Task	(dd-mm-yy)
6.2 Closing date of Research Task execution	(dd-mm-yy) Date corresponding with the ending date of the substantive tasks within the Research Task
6.3 Financial closing date of the Research Task	(dd-mm-yy) Date corresponding with the deadline for incurring the last item of expenditure within the Research Task, however, no longer than within 45 days after finalising the execution of the Research Task.
7. Compliance of the Research Task with the programme documents and coherence with the goals and the scope of the programme	
7.1 The Strategy for Responsible Development for the period up to 2020 (including the perspective up to 2030) (justification) No more than 1000 characters	
7.2 National Smart Specialisations – version of 01/01/2020; NSS No. 1 for Healthy Society (justification) 1000 characters	
7.3 National Research Programme. Objectives of the State's scientific-technical and innovation policy of 2011 (justification) No more than 1000 characters	
7.4 National Health Programme 2016-2020 (justification) No more than 1000 characters	
7.5 National Programme for Combating Cancer for 2016-2024 (justification) No more than 1000 characters	

7.6 National Drug Policy 2018-2022 (justification) No more than 1000 characters

7.7 Research area of WIB: medical biotechnology – oncology and research subject (4.5) (justification) No more than 1000 characters

7.8 Other (please specify) (justification) No more than 1000 characters

B. RESEARCH TEAM

1. Composition of the Research Team (Calibri font, 8 pts)

1.1 Number of the Research Team Members, including the Leader, vacancies (if applicable) as of the day of submitting the Application (in persons) – direct costs		Name and surname/ vacancy Academic title/ Academic degree/ Job title	Role in the Research Task – Leader/ Senior researcher/ Junior researcher/ Technical Support/ Student/Trainee/ PhD Student	PESEL /other identification number <i>In case there is no PESEL number available, you should provide the number from the identification system appropriate for a given country</i>	The unit of the Leader/ Member of the Team (abbreviated name) – place of employment	Position at the unit	Scientific field and discipline	Electronic Scientist Identification Number ORCID (if applicable)	Telephone number	e-mail address
	1	2	3	4	5	6	7	8	9	10
	Research Team Leader									
	Key Personnel – Research Team Member									
	Key Personnel – Research Team Member									
	Key Personnel – Research Team Member									
	Key Personnel – Research Team Member									
	Support Personnel – Research Team Member(optional)									
	...									

1.2 A plan for essential Research Team recruitment activities, no more than 3000 characters	
<i>The plan should be described in accordance with "Standards of recruitment to Research Teams under the Virtual Research Institute".</i>	
2. Previous achievements and experience of the Research Team Members in terms of scientific activities <i>For the last 5 years before submitting the Funding Application. This criterion concerns the evaluation of scientific activities</i>	
2.1 Description of the scientific activities of the Research Team Leader, no more than 10 000 characters	
2.1.1 Name and surname of the Research Team Leader	
2.1.2 Career and academic career timeline; description of recognised academic output	
2.1.3 Authorship or co-authorship of a scientific monograph or a chapter in a scientific monograph	
YES <input type="checkbox"/> NO <input type="checkbox"/>	
<p><i>If you selected YES, please indicate and describe the authorship or co-authorship of the scientific monograph or a chapter of the scientific monograph (highest score), published by a publishing company included in a renowned scientific journal database, including with an international range – describing acknowledged or breakthrough or pioneering results or methodology of scientific research/development works or the process of research or scientific discoveries or discoveries that substantially contributed to the development of a specific field of science.</i></p> <p><i>You should provide titles of no more than 5 selected examples, as well as the monograph title, the monograph chapter title, the language of the publication, the author contribution (in percentage), names and surnames of the co-authors (with their author contributions in percentages), the name of the publishing company, the location of publication, the year of publication, the printing date or publishing date (month, year), ISBN number, DOI number, the number of points in the publishing registry, the Impact Factor, the number of citations excluding self-citation.</i></p>	
2.1.4 authorship or co-authorship of a scientific article	
YES <input type="checkbox"/> NO <input type="checkbox"/>	
<p><i>If you selected YES, please indicate and describe the authorship or co-authorship of a scientific article (highest score), published by a publishing company included in a renowned scientific journal database or in reviewed materials from international conferences, including the internationally renowned – describing acknowledged or breakthrough or pioneering results or methodology of scientific research/development works or the process of research or scientific discoveries or discoveries that substantially contributed to the development of a specific field of science.</i></p> <p><i>You should provide titles of no more than 10 selected examples, as well as the name of the journal, the article title, the language of the publication, the author contribution (in percentage), names and surnames of the co-authors (with their author contributions in percentage), the name of the publishing company, the location of publication, the year of publication, the printing date or publishing date (month, year), ISSN number, DOI number, the number of points in the publishing registry, Impact Factor, the number of citations excluding self-citation.</i></p>	
2.1.5 achievements and experience	
YES <input type="checkbox"/> NO <input type="checkbox"/>	
<p><i>If you selected YES, please indicate and describe achievements and experience in conducting and managing scientific activities/managing research teams/substantial participation in the execution of scientific projects, research-development projects at a high innovation level funded from public funds (foreign and domestic), including international and local consortia, including with entrepreneurs, excluding projects financed from subsidies or statutory activity subsidies.</i></p> <p><i>You should specify no more than 10 projects with the value of more than PLN 5 million each and provide: the title of the project, the period of participation in the project, the position held in the project (project leader/project coordinator/task manager/team member/contractor), the project number, the name of the funding institution, the competition/programme name, the source and value of the project funding, the project duration, the description of tasks conducted, the goal and results of the project.</i></p>	

<p>2.2 Description of the documented scientific activity of the Research Team Member – Key Personnel (separately for each person), no more than 8000 characters</p> <p>You should copy the following rows in order to describe the documented scientific activities of the other Key Personnel Members.</p>	
2.2.1 Name and surname	
2.2.2 career and academic career timeline; description of recognised scientific track record	
2.2.3 authorship or co-authorship of a scientific monograph or a chapter in a scientific monograph	
<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please indicate and describe the authorship or co-authorship of the scientific monograph or a chapter of the scientific monograph (highest score), published by a publishing company included in a renowned scientific journal database, including with an international range – describing results or methodology of scientific research/development works or the process of research or scientific discoveries or discoveries that contributed to the development of a specific field of science.</p> <p>You should provide titles of no more than 2 selected examples, as well as the monograph title, the monograph chapter title, the language of the publication, the author contribution (in percentage), names and surnames, the name of the publishing company, the location of publication, the year of publication, the printing date or publishing date (month, year), ISBN number, DOI number, the number of points in the publishing registry, the Impact Factor, the number of citations excluding self-citation.</p>	
2.2.4 authorship or co-authorship of the scientific article	
<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please indicate and describe the authorship or co-authorship of the scientific article (highest score), published by a publishing company included in a renowned scientific journal database or in reviewed materials from international conferences, including the internationally renowned – describing results or methodology of scientific research/development works or the process of research or scientific discoveries or discoveries with input in the development of a specific field of science.</p> <p>You should provide titles of no more than 5 selected examples, as well as the journal title, the article title, the language of the publication, the author contribution (in percentage), names and surnames, name of the publishing company, the location of publication, the year of publication, the printing date or publishing date (month, year), ISSN number, DOI number, the number of points in the publishing registry, the Impact Factor, the number of citations excluding self-citation.</p>	
2.2.5 achievements and experience	
<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please indicate and describe achievements and experience in conducting and managing scientific activities/managing research teams/participation in the execution of scientific projects, research-development projects funded from public funds (foreign and domestic), including international and local consortia, including with entrepreneurs, excluding projects financed from subsidies or statutory activity subsidies.</p> <p>You should specify no more than 5 projects with the value of more than PLN 2 million each and provide the title of the project, the period of participation in the project, the position held in the project (project leader/project coordinator/task manager/team member/contractor), the project number, the name of the funding institution, the competition/programme name, the source and value of the project funding, the project duration, the description of tasks conducted, the goal and results of the project.</p>	
<p>2.3 Description of the documented scientific activities of a Research Team Member – Key Personnel (separately for each person), no more than 8000 characters</p> <p>You should copy the following rows in order to describe the documented scientific activities of other Key Personnel Members.</p>	
2.3.1 Name and surname	
2.3.2 Career and academic career timeline; description of recognised academic track record	
2.3.3 Authorship or co-authorship of a scientific monograph or a chapter in a scientific monograph	

YES NO

If you selected YES, please indicate and describe the authorship or co-authorship of a scientific monograph or a chapter of the scientific monograph (highest score), published by a publishing company included in a renowned scientific journal database, including with an internationally range – describing results or methodology of scientific research/development works or the process of research or scientific discoveries or discoveries that contributed to the development of a specific field of science.

You should provide titles of no more than 2 selected examples as well as the monograph title, the monograph chapter title, the language of the publication, the author contribution (in percentage), names and surnames, the name of the publishing company, the location of publication, the year of publication, the printing date or publishing date (month, year), ISBN number, DOI number, the number of points in the publishing registry, the Impact Factor, the number of citations excluding self-citation

2.3.4 authorship or co-authorship of a scientific article

YES NO

If you selected YES, please indicate and describe the authorship or co-authorship of the scientific article (highest score), published by a publishing company included in a renowned scientific journal database or in reviewed materials from international conferences, including with an internationally range – describing results or methodology of scientific research/development works or the process of research or scientific discoveries or discoveries that contributed to the development of a specific field of science.

You should provide titles of no more than 5 selected examples, as well as the journal, the article title, the language of the publication, the author contribution (in percentage), names and surnames, the name of the publishing company, the location of publication, the year of publication, printing date or publishing date (month, year), ISSN number, DOI number, the number of points in the publishing registry, the Impact Factor, the number of citations excluding self-citation.

2.3.5 achievements and experience

YES NO

If you selected YES, please indicate and describe achievements and experience in conducting and managing scientific activities/managing research teams/participation in executing scientific projects, research-development projects funded from public funds (foreign and domestic), including international and local consortia, including with entrepreneurs, excluding projects financed from subsidies or statutory activity subsidies.

You should specify no more than 5 projects with the value of more than PLN 2 million each and provide the title of the project, the period of participation in the project, the position held in the project (project leader/project coordinator/task manager/team member/contractor), the project number, the name of the funding institution, the competition/programme name, the source and value of the project funding, the project duration, the description of tasks conducted, the goal and results of the project.

3. Previous achievements and experience of the Research Team Members in terms of commercialisation

For the last 5 years before submitting the Funding Application.

This criterion concerns the evaluation of commercialisation of results of scientific activities

3.1 Description of documented effects of commercialisation of scientific activities of Research Team Leader, no more than 15000 characters

3.1.2 Name and surname of Research Task Leader

3.1.3 achievements in the scope of practical application of the results of scientific activity in the economic or social sphere (contribution to industrial, social innovations)

YES NO

If you selected YES, please indicate no more than 20 examples in total, for instance:

- **developed new technologies, innovative products/materials/methods/services, prototypes being a result of research or development works (number, subject)**
- **implementation of the results of research or development works in the economy (number, subject, industry sector, value of revenues in PLN)**
- **patent applications (domestic or foreign) (number, subject, date of applying, number)**
- **patents granted for inventions, protection rights for utility models and exclusive right of breeders to plant varieties (domestic or foreign) (amount, date and place of obtaining a patent, subject, name of patent office, number, full names of creators and their percentage share)**
- **granted licences or chargeable transfer of rights to know-how for the results of research or development works (number, subject, value of revenues in PLN)**

<p>– <i>established spin-off/start-up companies or share in them as a result of research or development works (financial and non-financial, for instance by in-kind contribution in the form of know-how) (amount, names of created entities or entities participated in for the purpose of commercialisation of the results of scientific activity or know-how connected with these results, economy sector)</i></p> <p>– <i>implementation of research services provided for order of entities not belonging to the higher education and science system – you should indicate no more than 10 commercial services (number, subject, name of the unit for the benefit of which the service was performed/value of revenue from the service in PLN/scientific discipline within which revenue was obtained/year of obtaining revenue)</i></p>	
<p>3.2 Description of documented effects of commercialisation of scientific activities of each Research Team Member - Key Personnel (separately for each person), no more than 10000 characters</p> <p>You should copy the following rows in order to describe the documented scientific activities of other members of Key Personnel.</p>	
3.2.1 Name and surname	
<p>3.2.2 achievements in the scope of practical application of the results of scientific activity in the economic or social sphere (contribution to industrial, social innovations)</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please indicate no more than 10 examples in total, for instance:</p> <ul style="list-style-type: none"> – <i>developed new technologies, innovative products/materials/methods/services, prototypes being a result of research or development works (number, subject)</i> – <i>implementation of the results of research or development works in the economy (number, subject, industry sector, value of revenues in PLN)</i> – <i>patent applications (domestic or foreign) (number, subject, date of applying, number)</i> – <i>patents granted for inventions, protection rights for utility models and exclusive right of breeders to plant varieties (domestic or foreign) (amount, date and place of obtaining a patent, subject, name of patent office, number, full names of creators and their percentage share)</i> – <i>granted licences or chargeable transfer of rights to know-how for the results of research or development works (number, subject, value of revenues in PLN)</i> – <i>established spin-off/start-up companies or share in them as a result of research or development works (financial and non-financial, for instance by in-kind contribution in the form of know-how) (amount, names of created entities or entities participated in for the purpose of commercialisation of the results of scientific activity or know-how connected with these results, economy sector)</i> – <i>implementation of research services provided for order of entities not belonging to the higher education and science system – you should indicate no more than 10 commercial services (number, subject, name of the unit for the benefit of which the service was performed/value of revenue from the service in PLN/scientific discipline within which revenue was obtained/year of obtaining revenue)</i> 	
<p>3.3 Description of documented effects of commercialisation of scientific activities of each Research Team Member - Key Personnel (separately for each person), no more than 10000 characters</p> <p>You should copy the following rows in order to describe the documented scientific activities of other members of Key Personnel</p>	
3.3.1 Name and surname	
<p>3.3.2 achievements in the scope of practical application of the results of scientific activity in the economic or social sphere (contribution to industrial, social innovations)</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please indicate no more than 10 examples in total, for instance:</p> <ul style="list-style-type: none"> – <i>developed new technologies, innovative products/materials/methods/services, prototypes being a result of research or development works (number, subject)</i> – <i>implementation of the results of research or development works in the economy (number, subject, industry sector, value of revenues in PLN)</i> – <i>patent applications (domestic or foreign) (number, subject, date of applying, number)</i> – <i>patents granted for inventions, protection rights for utility models and exclusive right of breeders to plant varieties (domestic or foreign) (amount, date and place of obtaining a patent, subject, name of patent office, number, full names of creators and their percentage share)</i> 	

<p>– granted licences or chargeable transfer of rights to know-how for the results of research or development works (number, subject, value of revenues in PLN)</p> <p>– established spin-off/start-up companies or share in them as a result of research or development works (financial and non-financial, for instance by in-kind contribution in the form of know-how) (amount, names of created entities or entities participated in for the purpose of commercialisation of the results of scientific activity or know-how connected with these results, economy sector)</p> <p>– implementation of research services provided for order of entities not belonging to the higher education and science system – you should indicate no more than 10 commercial services (number, subject, name of the unit for the benefit of which the service was performed/value of revenue from the service in PLN/scientific discipline within which revenue was obtained/year of obtaining revenue)</p>	
<p>4. Potential of the Research Team to conduct scientific activities at a world-class level <i>For the last 5 years prior to submitting application for financing</i> <i>This criterion concerns the assessment of personnel and institutional potential</i></p>	
<p>4.1 Description of the potential of Research Team Leader conducting scientific activity, no more than 10000 characters</p>	
<p>4.1.1 Name and surname of Research Team Leader</p>	
<p>4.1.2 scientific mobility and foreign or international cooperation</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please describe scientific mobility and foreign or international cooperation – stays/internships in other research centres (foreign or international ones) for the purpose of conducting research/development works or in entities implementing results of research/development works (foreign or international) lasting more than 1 month.</p> <p>Description of involvement in research/development activities abroad – no more than 10 examples should be provided (number, host country and entity, function, duration of stay, managing entity).</p>	
<p>4.1.3 scholarships for conducting research granted by national, foreign or international entities (public or private)</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please indicate no more than 5 examples (number, names of entities granting scholarship, date of awarding the scholarship, period for which the scholarship was granted).</p>	
<p>4.1.4 prestigious distinctions or awards for scientific, scientific-technical, or scientific-educational activities</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please indicate prestigious distinctions or awards for scientific, scientific-technical, or scientific-educational activities granted by domestic entities (for instance Prime Minister, the relevant minister, the Polish Academy of Science, Polish national scientific associations/societies of special and recognised prestige) or foreign/international ones (for instance foreign research centres, international organisations, scientific associations/societies of special and recognised prestige, foreign public authorities).</p> <p>You should indicate no more than 10 distinctions/awards (type of distinction/award, granting authority, date of granting).</p>	
<p>4.1.5 current membership of international, foreign, or domestic organisations, associations, institutions, committees, councils, expert teams, workgroups etc.,</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please indicate no more than 10 examples (number, names, performed role).</p>	
<p>4.1.6 organisation (chairperson, secretary of organisational committee) of prestigious scientific conferences (national or international)</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>	

<p>If you selected YES, please indicate no more than 5 conferences (conference title, country and place, date of conference organisation, outcomes of the conference).</p>	
<p>4.1.7 supervision (including auxiliary supervision) of doctoral dissertations</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, if the Research Team Leader holds qualifications (number of supervised PhDs, including outstanding young researchers/scientific talents).</p>	
<p>4.1.8 substantive supervision connected with the student's / foreign intern's stay at the unit</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please indicate the number of persons remaining under supervision, country of origin of the student/intern.</p>	
<p>4.1.9 parametric assessment/scientific category currently held by the unit of the Research Team Leader</p>	
<p>4.1.10 accredited/certified laboratories held by the unit of the Research Team Leader, implemented international quality systems</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please describe, by providing laboratory name and certificate name, the scope of accreditation/certification and the validity date.</p>	
<p>4.1.11 The HR Excellence in Research logo held by the unit of the Research Team Leader, granted by the European Commission for the implementation of provisions of the Commission Recommendation of 11 March 2005 the European Charter for Researchers and on a Code of Conduct for the Recruitment of Researchers (OJ L 75, 22.3.2005, pp. 67-77)</p> <p>YES <input type="checkbox"/> Date awarded:</p> <p>NO <input type="checkbox"/></p>	
<p>4.2 Description of the potential of Research Team Members conducting scientific activities – Key Personnel, no more than 10000 characters (separately for each person)</p> <p>You should copy the following rows in order to describe the documented scientific activities of other members of Key Personnel</p>	
4.2.1 Name and surname	
<p>4.2.2 scientific mobility and foreign or international cooperation</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please describe scientific mobility and foreign or international cooperation – stays/internships in other research centres (foreign or international ones) for the purpose of conducting research/development works or in entities implementing results of research/development works (foreign or international) lasting more than 1 month.</p> <p>Description of involvement in research/development activities abroad – no more than 10 examples should be provided (number, host country and entity, function, duration of stay, managing entity).</p>	
<p>4.2.3 scholarships for conducting research granted by domestic, foreign or international entities (public or private)</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>If you selected YES, please indicate no more than 5 examples (number, names of entities granting scholarship, date of awarding scholarship, period for which scholarship was granted).</p>	
<p>4.2.4 prestigious distinctions or awards for scientific, scientific-technical, or scientific-educational activity</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>	

If you selected YES, please indicate prestigious distinctions or awards for scientific, scientific-technical, or scientific-educational activities granted by domestic entities (for instance Prime Minister, the relevant minister, the Polish Academy of Science, Polish national scientific associations/societies of special and recognised prestige) or foreign/international (for instance foreign research centres, international organisations, scientific associations/societies of special and recognised prestige, foreign public authorities).

You should indicate no more than 10 distinctions/awards (type of distinction/award, granting authority, date of granting).

4.2.5 current membership of international, foreign, or domestic organisations, associations, institutions, committees, councils, expert teams, workgroups etc.,

YES NO

If you selected YES, please indicate no more than 10 examples (number, names, performed role).

4.2.6 organisation (chairperson, secretary of organisational committee) of prestigious scientific conferences (national or international)

YES NO

If you selected YES, please indicate no more than 5 conferences (conference title, country and place, date of conference organisation, effects of the conference).

4.2.7 supervision (including auxiliary supervision) of doctoral dissertations

YES NO

YES – if a member of the Team holds qualifications. You should indicate the number of supervised PhDs, including outstanding young researchers/scientific talents).

4.2.8 substantive supervision connected with the student's / foreign intern's stay in the unit

YES NO

If you selected YES, please indicate the number of persons remaining under supervision, country of origin of the student/intern.

4.2.9 parameter assessment/scientific category currently held by the unit of a Research Team Member

YES NO

If you selected YES, please indicate the level of category.

4.2.10 accredited/certified laboratories held by the unit of a Research Team Member, implemented international quality systems

YES NO

If you selected YES, please describe, by providing laboratory name and certificate name, the scope of accreditation/certification and validity date.

4.2.11 The HR Excellence in Research logo held by the unit of the Research Team Member, granted by the European Commission for the implementation of provisions of the Commission Recommendation of 11 March 2005 the European Charter for Researchers and on a Code of Conduct for the Recruitment of Researchers (OJ L 75, 22.3.2005, pp. 67-77)

YES Date awarded:

NO

4.3 Description of the potential of the Research Team Members engaged in scientific activities - Key Personnel; character no more than 10000 , (for each person separately)

The following rows should be reproduced to describe the documented scientific activities of each subsequent member of the Key Personnel.

4.3.1 Name and surname

4.3.2 scientific mobility and international or foreign cooperation

YES NO

If you selected YES, please describe scientific mobility and foreign or international cooperation – stays/internships in other research centres (foreign or international ones) for the purpose of conducting research/development works or in entities implementing results of research/development works (foreign or international) lasting more than 1 month.

Description of involvement in research/development activities abroad – no more than 10 examples should be provided (number, host country and entity, function, duration of stay, managing entity).

4.3.3 scholarships for conducting research granted by domestic, foreign or international entities (public or private)

YES NO

If you selected YES, please indicate no more than 5 examples (number, names of entities granting scholarship, date of awarding the scholarship, period for which the scholarship was granted).

4.3.4 prestigious distinctions or awards for scientific, scientific-technical, or scientific-educational activities

YES NO

If you selected YES, please indicate prestigious distinctions or awards for scientific, scientific-technical, or scientific-educational activities granted by domestic entities (for instance Prime Minister, the relevant minister, the Polish Academy of Science, Polish national scientific associations/societies of special and recognised prestige) or foreign/international ones (for instance foreign research centres, international organisations, scientific associations/societies of special and recognised prestige, foreign public authorities).

You should indicate no more than 10 distinctions/awards (type of distinction/award, granting authority, date of granting).

4.3.5 current membership of international, foreign, or domestic organisations, associations, institutions, committees, councils, expert teams, workgroups etc.

YES NO

If YES, please indicate no more than 10 examples (number, name, function).

4.3.6 organisation (chairperson, secretary of organisational committee) of prestigious scientific conferences (national or international)

YES NO

If YES, please indicate no more than 5 conferences (conference title, country and location, date of the conference).

4.3.7 supervision (including auxiliary supervision) of doctoral dissertations

YES NO

YES - If a member of the Team is qualified. Please provide the number of promoted PhDs, including outstanding young scientists/talents.

4.3.8 substantive supervision connected with the student's / foreign intern's stay at the unit

YES NO

If YES, please indicate the number of persons supported, the country of origin of the student/trainee.

4.3.9 parametric assessment/scientific category currently held by the unit of the Research Team Leader

YES NO

If YES, please indicate the level of the category.

4.3.10 accredited/certified laboratories held by the unit of the Research Team Leader, implemented international quality systems

YES NO

If YES, please indicate the name of the laboratory and the name of the certificate, the scope of accreditation/certification and the expiry date.

4.3.11 The HR Excellence in Research logo held by the unit of the Research Team Member, granted by the European Commission for the implementation of provisions of the Commission Recommendation of 11 March 2005 the European Charter for Researchers and on a Code of Conduct for the Recruitment of Researchers (OJ L 75, 22.3.2005, pp. 67-77)

YES Date awarded:

NO

5. Management of the Research Team

5.1 Distribution of roles, tasks, responsibilities of the Leader and each Research Team Member (Calibri font, 8 pts)

No.	Name and surname	Unit of the Research Team Leader/Member (abbreviated name)	- an employee employed at the unit - conditional cooperation agreement - planned recruitment	Function in the Research Team (Leader, Senior researcher, Junior researcher, Technical support, Student, Trainee, PhD Student)	Level of involvement in the Research Task (in FTE)*	Type of personnel (Key Personnel, Support Personnel)
1	2	3	4	5	6	7
1.						
	Key responsibilities in the Research Task:					
2.						
	Key responsibilities in the Research Task:					
3.						
	Key responsibilities in the Research Task:					
4.						
	Główne obowiązki w Zadaniu Badawczym:					
5.						
	Key responsibilities in the Research Task:					
6.						
	Key responsibilities in the Research Task:					
.....						

- **Research Team Leader – in accordance with the definition indicated in the Competition Regulations – no more than one person in the Team; target involvement in the scientific activity covered by the Research Task – at least 0.7 FTE of monthly involvement in the implementation of the Research Task,**
- **Research Team Member – Key Personnel – as defined in the Competition Regulations – minimum 2 (in words: two) persons, at least 0.5 FTE of monthly involvement in the implementation of the Research Task,**

<p>▪ Research Team Member – Support Personnel – as defined in the Competition Regulations – any but justified and necessary number of people in the Research Team; the target dimension of involvement in scientific activities covered by the Research Task. There is no obligation to provide name and surname for members of the support personnel, instead of personal data it is allowed to enter VACANCY</p> <p><i>* The FTE value for one person shall not exceed 1. In the case of persons employed under a civil-law contract, indicate the approximate planned number of hours (converted to FTE) in which the person will be involved in the Research Task. The actual involvement of a given person and the correctness of the adopted rate of remuneration, resulting from the Programme guidelines, will be verified as part of the reporting processes and control of the implementation of the Research Task.</i></p>													
<p>5.2 Description of synergy and complementarity of the achievements and potential of the Research Team Members and the added value of cooperation between all the Research Team Members, no more than 8 000 characters</p>													
<p>5.3 Description of the methodology and management of the Research Task (e.g. according to one of the internationally recognised project management standards), no more than 6 000 characters</p>													
<p>C. RESEARCH TASK</p>													
<p>1. Research Task</p>													
<p>1.1 Description and definition of the research problem; description of the research hypotheses made and the research/analytical methods adopted for the identified research and socio-economic problem, no more than 15 000 characters</p>													
<p>1.2 Description of scientific value of the Research Task; description of application of innovative solutions in the planned results of the Research Task in relation to the current state of knowledge/technology, no more than 15 000 characters</p> <p>Description of the solution/technology resulting from the scientific activity. Description of originality/novelty/innovation/breakthrough of the planned solution and results of the Research Task (products/technology/methods/services) – description of measurable features/parameters/functionalities characterising the originality/novelty/innovation/breakthrough of the solution [product/method/technology/service] intended to be created due to the implementation of the Task on the scale of the Polish/international market versus the solutions currently available on the market; description of existing competitive products/methods/technologies/services (at least on the Polish market) in relation to the intended results of the Research Task; A comprehensive analysis and examination of the state of the art (prior to the start of the scientific activities covered by the Research Task) should be undertaken in order to identify solutions that exist in the specific area covered by the Research Task, both holistic and fragmented.</p>													
<p>1.3 Description of the scope and requirements for obtaining the necessary permits, approvals, etc. of the relevant entities to perform the Research Task (e.g. ethical, bioethical, sanitary-epidemiological, pharmaceutical, radiological), no more than 6000 characters</p>													
<p>1.4 Research Plan - scope and description of planned scientific activities</p> <p>The Research Plan concerns only research/development. The schedule table should be multiplied according to the assumed number of stages in the Research Task</p> <table border="1"> <tr> <td>Stage number</td> <td>1.</td> <td>Opening date*</td> <td>(dd-mm-yyyy)</td> </tr> <tr> <td>Stage title</td> <td></td> <td>Closing date*</td> <td>(dd-mm-yyyy)</td> </tr> <tr> <td></td> <td colspan="3"> basic <input type="checkbox"/> commercial <input type="checkbox"/> development <input type="checkbox"/> </td> </tr> </table>		Stage number	1.	Opening date*	(dd-mm-yyyy)	Stage title		Closing date*	(dd-mm-yyyy)		basic <input type="checkbox"/> commercial <input type="checkbox"/> development <input type="checkbox"/>		
Stage number	1.	Opening date*	(dd-mm-yyyy)										
Stage title		Closing date*	(dd-mm-yyyy)										
	basic <input type="checkbox"/> commercial <input type="checkbox"/> development <input type="checkbox"/>												

Type of research/work in the stage** Technological readiness level (TRL) planned at the end of the stage	TRL:	
	technology outline - solutions at the level of description of phenomena and technology concepts (TRL 1-2)	<input type="checkbox"/>
	microtechnology - solutions with a low level of sophistication and/or a relatively low level of development (TRL 3-4)	<input type="checkbox"/>
	non-advanced technology - solutions with a certain level of sophistication and level of development indicating laboratory verification and first tests under near real conditions (TRL 4-5)	<input type="checkbox"/>
	medium-advanced technology - solutions that may already provide a basis for building a significant competitive advantage but still require development work (TRL 4-6)	<input type="checkbox"/>
	advanced technology - solutions with a high degree of complexity, requiring specialist knowledge, usually already tested at least in near real-life conditions and requiring a properly prepared management team; their implementation also requires considerable expenditure and development work (TRL 5-7)	<input type="checkbox"/>
	large-scale technology - solutions that require extensive research work over many years, are based on advanced knowledge, have already been tested under near-real or real-life conditions and have a significant level of development (TRL 5-8/9)	<input type="checkbox"/>
Abbreviated name of the unit and the name of the Research Team Member responsible for the implementation of the stage	Abbreviated name of the unit	
	Name and surname of the Research Team Member	
Number of months of stage implementation		
Description of the objectives to be achieved in the stage and detailed description of the work planned in the stage, no more than 12 000 characters		
Description of measurable effects and results of the stage (products/ milestones), no more than 6 000 characters		
Describe the effects and results of the stage and explain the manner in which they will be used in the subsequent stages of the Research Task or in the final output of the Research Task.		
<i>* in months from the first month of the beginning of the Research Task</i> <i>** in the case of a different classification, justify it in the work description of the stage</i> recommended: 1 stage = up to 1 A4 page of description		
1.5 Description/list of the necessary research infrastructure/facilities/intangible assets intended to be used, no more than 10 000 characters		
1.5.1 owned by each of the entities necessary and sufficient to perform the Research Task	The unit that owns the equipment must be identified.	
1.5.2 necessary for use (e.g. hire/leasing services) on market terms (if applicable)		
1.5.3 planned to be purchased under the Research Task, including justification	The unit that plans to purchase the equipment must be identified.	
1.6 Risks in Research Task implementation, no more than 8 000 characters		

Risk assessment matrix in the Research Task		the possibility of a risk in the Research Task		
		low (1)	medium (2)	high (3)
the impact or effects of the risk on the achievement of the Research Task objectives	low (1)	(No. of risk in the table below)		
	medium (2)			
	high (3)			

No.	Risk name	the possibility of a risk in the Research Task (low, medium, high)	the impact or effects of the risk on the achievement of the Research Task objectives (low, medium, high)
1			
	Risk description		
	Identification of risk minimisation measures		
2			
	Risk description		
	Identification of risk minimisation measures		
3			
	Risk description		
	Identification of risk minimisation measures		
4			
	Risk description		
	Identification of risk minimisation measures		
5			
	Risk description		
	Identification of risk minimisation measures		
...			

When completing this section, the content introduced in section 4.1 should be considered. A minimum of 5 risks from different areas of Research Task management should be identified: scientific and non-scientific, specifying the impact and probability of occurrence as well as a description of how to minimise them.

1.7 Justification of the time when the results of the scientific activities covered by the Research Task should be implemented for application in economic or social practice in order to keep the results of the research/work up-to-date, no more than 8 000 characters

Description of the speed of "ageing" of the solution developed as a result of the Research Task [product/method/technology/service].

1.8 Background IP

1.8.1 Is it necessary to use the Background IP created before the date of submission of the Application for funding to perform the Research Task and commercialise its effects?

Has the owner of Background IP approved the use of Background IP for the WIB Research Task?

1. patent application YES NO
 priority date:
 no.:
 Background IP owner:
 Owner's approval YES NO

2. patent YES NO
 priority date:
 no.:
 Background IP owner:

Owner's approval	YES <input type="checkbox"/> NO <input type="checkbox"/>
3. utility model	YES <input type="checkbox"/> NO <input type="checkbox"/>
priority date:	
no.:	
Background IP owner:	
Owner's approval	YES <input type="checkbox"/> NO <input type="checkbox"/>
4. industrial model	YES <input type="checkbox"/> NO <input type="checkbox"/>
priority date:	
no.:	
Background IP owner:	
Owner's approval	YES <input type="checkbox"/> NO <input type="checkbox"/>
5. other	YES <input type="checkbox"/> NO <input type="checkbox"/>
priority date:	
no.:	
Background IP owner:	
Owner's approval	YES <input type="checkbox"/> NO <input type="checkbox"/>
1.8.2 In what legal form (license, sale of rights, other) Background IP will be formally provided by the Owner for Research Task implementation: No more than 1 000 characters	
1.8.3 Will Background IP be an obstacle to the commercialisation of the outcomes of the Research Task?	
YES <input type="checkbox"/> NO <input type="checkbox"/>	
If YES, "Justification": no more than 1 000 characters	
1.9 Other IP	
1.9.1 Is it necessary to use other intellectual property rights, the acquisition of which is essential to benefit from the Intellectual Property created, in particular its commercialisation and implementation (e.g. a licence for a cellular line, a licence for the use of a plasmid, a licence for software which will be an element of the commercialised research results) to perform the Research Task? No more than 4 000 characters	
1.9.2 In what legal form (license, sale of rights, other) will other IP be formally released by the Owner to perform the Research Task? Will other IP prevent the commercialisation of the outcomes of the Research Task? No more than 4 000 characters	
2. Costs estimation of a research task – Appendix to the Application: Costs estimation of a research task part C.2 of the Application (Tables 2.1-2.3) (Spreadsheets) Note! Costs estimation Tables(2.1, 2.2, 2.3) should be filled in spreadsheets, as appended to the Application: Costs estimation of a research task part C.2 of the Application (Tables 2.1-2.3) <i>The Costs estimation of a research task may include only eligible costs in accordance with Appendix 6 to the Competition Regulations – General eligibility rules for expenditures of Research Teams conducting scientific activities in the form of the Virtual Research Institute</i>	
2.1 Summary - by expenditure category, divided into Research Team Leader's Unit/Research Team Member's Unit	

2.1 Summary costs estimation by categories of expenditures broken down into Leader's legal person (Applicant) and Other Research Units (Consortium Members)								
No.	Leader's Unit/Consortium Member	Direct costs					Indirect costs (flat rate up to 15%) without subcontracting /external services, scientific-research equipment, fixed and intangible assets (PLN)	Total Fund's Financing for the Entity (PLN)
		Remuneration (PLN)		Costs of research equipment*, fixed and intangible assets (including purchases, depreciations write-offs, leasing or costs of paid use) (PLN)	Subcontracting and external services (PLN)	Other direct costs (PLN)	Flat rate (%) for indirect costs	
		Research Team	Administrative staff, including staff managing Research Task					
1	2	3	4	5	6	$7=(2+3+6) \times \% \text{ flat rate}$	$8=2+3+4+5+6+7$	
1.								
2.	...							
Sums of expenditures in individual expenditure categories (PLN)			% of the total value of Research Team Members' remuneration					TOTAL
			...					
2.2 Costs estimation by categories of expenditures broken down into Leader Entity (Applicant) and Other Research Units (Consortium Members)								
Cost category		Name of an applicant (Leader's Research Unit/ Consortium Member)						
1. Remuneration	1a. Research Team	No.	Leader's / Team Member's first and last name	Role in the Research Task (according to the General Rules for Eligibility of Expenditure)	The amount of financing of the expenditure from the Fund (w PLN)	Expenditure calculation method *	Justification for the financing of the expenditure from the Fund	

1b. Administrative staff, including staff managing Research Task						
	SUM:					
	No.	Job position	Task description	The amount of financing of the expenditure from the Fund (w PLN)	Expenditure calculation method *	Justification for the financing of the expenditure from the Fund
	SUM:					
TOTAL: (Remuneration of the Research Team and Administrative staff, including staff managing Research Task)						
2. Costs of research equipment, fixed and intangible assets <i>(including purchases, depreciations write-offs, leasing or costs of paid use)</i> (PLN)	No.	Name of eligible expenditure		The amount of financing of the expenditure from the Fund (w PLN)	Expenditure calculation method	Justification for the financing of the expenditure from the Fund
	SUM:					
	3. Subcontracting and external services		No.	Name of eligible expenditure	The amount of financing of the expenditure from the Fund (w PLN)	Expenditure calculation method
SUM:						
4. Other direct costs	No.	Name of eligible expenditure		The amount of financing of the expenditure from the Fund (w PLN)	Expenditure calculation method	Justification for the financing of the expenditure from the Fund
	SUM:					
	Sum of direct costs					

Applied rate (%) of flat rate for indirect costs (flat rate up to 15%)	
Sum of direct costs Category (1+4)x the rate % (the % rate applied above for the flat rate indirect cost)	
Total	

*** the amount of remuneration together with derivatives ("Gross gross") for 1 month of involvement in the Research Task x dimension of involvement-% in the Research Task in FTE (EPC) x number of months of involvement in the Research Task**

2.4 Payment schedule (financial resources request during the execution period of the Research Task)

SOURCE OF FINANCING	TOTAL	...								
	YEAR	PLN				YEAR	...			
	Q1	Q2	Q3	Q4	TOTAL	Q1	Q2	Q3	Q4	TOTAL
FUND										
	YEAR	...				YEAR	...			
	Q1	Q2	Q3	Q4	TOTAL	Q1	Q2	Q3	Q4	TOTAL
FUND										
	YEAR	...				YEAR	...			
	Q1	Q2	Q3	Q4	TOTAL	Q1	Q2	Q3	Q4	TOTAL
FUND										

The funds will be provided to the Research Unit in advance no more than once a quarter. The Research Unit shall submit the first Payment Application being the basis for the disbursement of the first tranche of funds within 14 working days from signing the Funding Agreement or commencing Research Task execution (if Research Task execution commences later than the signing of the Funding Agreement). The planned time frame for spending funds, as provided in the Payment Application, relates to a calendar quarter. The first Payment Application may be submitted for a period of less than three months where the date on which project implementation is to start does not overlap with the calendar quarter.

3 The significance of the expected results of scientific activities for the economic development and the State's developmental policy, including contribution to the innovation level of the economy;

For the purposes of the Fund's financing, "the innovation level of the economy" is defined as the innovative activities referred to in Article 2 (1) (3) of the Act of 30 May 2008 on Selected Forms of Supporting Innovative Activities (Journal of Laws of 2018, item 141), i.e. activities involving the development of a new technology and its deployment to launch the manufacture, or provision, of new and significantly improved goods, processes or services. Hence, the contribution of the results of scientific activities included in the Research Task to the innovation level of the economy means the contribution of these results to activities involving the development of a new technology and its deployment to launch the manufacture, or provision, of new and significantly improved goods, processes or services.

3.1 The expected results of scientific activities included in the Research Task and their economic and developmental significance, including their contribution to the innovation level of the economy; no more than 25 000 characters

3.1.1 Description of the expected economic, developmental, social, health and other results of scientific activities included in the Research Task, including:

3.1.2 the applicability of the results of scientific activities in the economic or social practice

3.1.3 demonstration and justification the economic benefits provided by the application of the results of scientific activities in practice
3.1.4 demonstration and justification the social benefits provided by the application of the results of scientific activities in practice
<p>The requirements for items 3.1 (3.1.1-4) are to:</p> <ul style="list-style-type: none"> - describe the expected measurable financial benefits (e.g. lower manufacturing costs, lower product/service/therapy price, estimated savings achieved through the use of a solution/technology/product/service, improved product performance, such as durability, reduced loss/deficiencies or risk of their occurrence) and non-financial benefits (e.g. improved effectiveness and/or use safety compared to existing alternative solutions, comprehensive and interdisciplinary approach, the alignment of the new solution with the needs of specific populations, such as patients, children, elderly persons, pregnant women, shorter service/therapy/product waiting times, reduced risk of unsuccessful therapy/treatment, reduced therapeutic discomfort for patients and their families, social and health benefits, improved living conditions and health of the general public, access to services/procedures/products for the general public, benefits for healthcare providers and other health protection and healthcare entities, etc.) and the impact of the results of scientific activities on the functioning and well-being of Polish society (the “social impact” – defined as the impact of scientific activities on causing changes, benefits and outcomes in the economy, society, culture, legislation, public policies, services, health, the environment or quality of life outside the world of science, [see:] Higher Education Funding Council for England HEFCE (2012). Assessment framework and guidance on submissions, p.26, https://www.ref.ac.uk/2014/media/ref/content/pub/assessmentframeworkandguidanceonsubmissions/GOS%20including%20addendum.pdf) - demonstrate the causal relationships between the expected results of scientific activities as part of the Research Task and the effected change in the external world (non-scientific) due to these activities, the impact and influence of the results of scientific activities on social development over a longer period of time (description of the social issues addressed by the results of scientific activities) and the improvement for the general public of living conditions and accessibility in areas such as: social health and well-being, health and food security, sustainable use of biological and environmental resources, bringing innovations to the market - describe the significance and importance of the results of scientific activities related to the development of a significant, innovative and transformative solution/technology/product/service for the economic development of the country, and in particular for improving the competitiveness and innovation level of the Polish economy, and for the implementation of Polish public policies (developmental, health, drug, social, senior and other policies) - describe the significance, importance and impact of the results of scientific activities for the development of scientific fields and strengthening the domestic/international scientific position of the Research Team Leader and Members <p>In the description of the benefits provided by the use of technologies/innovations, focus should be placed not on the features of individual technologies/innovations, but on the benefits offered by them to potential users; also, a note should be made of the issues solved by individual technologies/innovations)</p>
4 The commercialisation potential of the planned results of scientific activities.
4.1 The applicability of the results of scientific activities included in the Research Task in economic and social practice, no more than: 25 000 characters
4.1.1 specifying the intellectual property status (results of an analysis confirming that the subject matter and results of the Research Task do not infringe any third-party intellectual property rights)
4.1.2 the potential of the solution resulting from scientific activities included in the Research Task (specifying the key features of such results – technology/innovation description (technical attributes of innovations/technology), an analysis of potential applications, identifying the problems/needs which the technology will solve/meet; the key factors which will encourage people/businesses/public service providers to purchase or use such technologies/innovations)
4.1.3 description of the market or social demand (demand analysis) for the proposed outcomes of research/work included in the Research Task – specifying the: potential market/industries interested in the solution and their size; potential recipients/target groups (customers/businesses and other entities/private individuals/patients, etc. using solutions developed as part of the Research Task), the competitive advantage of the solution over other existing solutions; other existing substitute and complementary solutions/technologies to those proposed in the Research Task – if such solutions/technologies exist, a description should be provided of the existing technologies which solve similar problems among potential recipients

4.1.4 the scope and applicability of the results of scientific activities included in the Research Task, with particular focus on demonstrating the areas in which the results of the proposed solutions will contribute to the improved competitiveness and innovation level of the Polish economy, the improved quality of life of Polish society, and the development of a science field		
4.1.5 identifying the scope of the factors which might represent potential barriers to the commercialisation and implementation of the results, or the development of technologies/innovations (identify the most challenging, critical problems which the technology/innovation will need to address; a note should be made of the resources required for the future development of the technology and potential risks should be identified in relation to the commercialisation of the results of scientific activities)		
4.2 Assessment of the value of the developed technology vs. implementability of the results of scientific activities		
<p>The framework value of the planned solution should be defined, consistent with item 1.4 of the Application (Research Plan and technology readiness levels). This assessment should relate to technical aspects and the progress of research & development work. The value of the technology is strongly correlated with the degree of its development, regardless of the commercialisation path chosen and the degree of advancement of the solution – the “more advanced – more valuable” principle is intuitive and stems from the fact, among others, that adequate expenditures need to be incurred to achieve the appropriate level of advancement. Defining the value of the technology is part of the description of the technology to be commercialised. Instead of providing specific values for the assessment of the value of a technology, a certain category may be stated which describes the value of the technology, according to the below assessment of the potential value of the technology: (single-choice table)</p>		
technology outline – solutions with regard to the description of the phenomena and concepts underlying the technology (TRL 1-2)		<input type="checkbox"/>
microtechnology – solutions with a low degree of advancement and/or relatively low degree of development (TRL 3-4)		<input type="checkbox"/>
non-advanced technology – technologies with a certain degree of advancement, whose development level means that they have underwent laboratory verification and initial tests in near-real conditions (TRL 4-5)		<input type="checkbox"/>
medium-level technology – solutions which can provide a basis for building a significant competitive advantage, but still require development expenditures (TRL 4-6)		<input type="checkbox"/>
advanced technology – highly complex solutions requiring expert knowledge which have often underwent tests at least in near-real conditions, and require a well-prepared management team, and their implementation require a fairly large amount of expenditures and development work (TRL 5-7)		<input type="checkbox"/>
large-scale technology – solutions which require many years of development work and are based on advanced knowledge, and which have been tested in near-real or real conditions, and they exhibit a very high level of development (TRL 5-8/9)		<input type="checkbox"/>
5 Research Task completion indicators		
5.1 Output indicators, no more than 8 000 characters		
<i>Research Task completion indicators should be prepared in line with the requirements laid down in the Competition Regulations.</i>		
D. FINAL INFORMATION		
1. Expert exclusions		
1.1 Name the individuals who should not assess the Funding Application – if applicable (optional)	<i>The Research Team Leader may name up to two individuals from among the Experts listed by the WIB Managing Entity whom the Leader does not recommend for the substantive assessment of the Research Team’s Funding Application due to a possible conflict of interest or for other objective reasons for exclusion. State the first and last name, and affiliation of such individual/individuals. Their details will be used only for the selection of Experts to assess the Funding Application, and they will not be provided to third parties. The final choices as to the selection of Experts are made by the WIB Managing Entity. If the Leader chooses not to use this option – enter “not applicable”.</i>	
2. Representative and contact person		
2.1 Person authorised to represent the	First and last name	A Power of Attorney to represent the entity should be attached to the Application (if applicable)
	position at the entity	

entity/make binding decisions on the Funding Application	telephone number	
	email	
2.2 Contact person for ongoing communication in matters related to the Funding Application	First and last name	
	position at the entity	
	telephone number	
	email	
E. DECLARATIONS AND APPENDICES		
1. Appendices		
1.	Research Task Cost Estimate part C.2 of the Application (Tables 2.1-2.3)	YES <input type="checkbox"/>
2.	Valid (issued up to a month ago) incorporation/constitutional (if applicable) document, and document confirming the authorisation to represent the Applicant (unless not evident from the incorporation document). Where the authorisation is granted under applicable law – a document confirming that a person has been selected/appointed to represent the Applicant.	YES <input type="checkbox"/>
3.	A power of attorney to represent the Applicant in matters related to seeking funding for the Research Team from the Polish Science Fund (including to sign and submit the Funding Application, and to represent the Applicant at the stage of Funding Application assessment) – appendix in PDF (if applicable).	YES <input type="checkbox"/> NOT APPLICABLE <input type="checkbox"/>
4.	<p>Copy of:</p> <ol style="list-style-type: none"> <i>The Report on Research and Development Activities in the Field of Biotechnology MN-01</i> from each of the entities in which the Research Team Leader and Members (<u>other than businesses</u>) carry out their scientific activities; and The Report on business activities in the field of biotechnologies MN-02 from each of the entities <u>which are businesses</u> and in which the Research Team Leader and Members carry out their scientific activities for the year preceding the Competition Announcement (where biotechnology is the core/prevaling business of the entity, according to the Polish Classification of Activities (PKD2007) for Poland/NACE Rev. 2 for the EU) (applies only to entities whose registered office or branch is located in Poland, and which conduct their operations there and are obliged by law to file an MN-01 or MN-02 Report on research and development in the field of biotechnology) (separately for each entity). <p>NOTE: if the MN-01 or MN-02 report is filed to the Statistics Poland (GUS)/Ministry of Science and Higher Education (MNISW), or if it is not required by law – <u>a declaration must be submitted of the manager of the entity in which the Research Team Leader or each of the Research Team Members carry out their scientific activities, stating that the MN-01 or MN-02 report has not been filed; in such a case, there is a requirement to file a copy of:</u></p> <ol style="list-style-type: none"> the Report on research and development (R&D) activities (PNT-01) or the Report on research and development (R&D) activities at tertiary institutions PNT-01/s, or <i>the Report on research & development (R&D) activities and funds allocated for research and development work at central and local government units (PNT-01/a)</i> by each of the entities in which the Research Team Leader and Members (applies exclusively to entities operating in Poland and obliged to file reports to Statistics Poland) – for the year preceding the year of the Competition Announcement. (separately for each unit) 	YES <input type="checkbox"/> NO <input type="checkbox"/> NOT APPLICABLE <input type="checkbox"/> YES <input type="checkbox"/> NOT APPLICABLE <input type="checkbox"/>
5.	Declaration by the person managing the unit in which the Research Team Leader/Member carry out their scientific activities that they are aware of, and agree to, the relevant person's participation in the Research Team in the form of the Virtual Research Institute (<i>separately for each unit</i>).	YES <input type="checkbox"/>
6.	Declaration by the Research Team Member that they agree to participate in the Research Team (separately for each Research Team Member whose first and last name is known at the stage of submitting the Funding Application)	YES <input type="checkbox"/>
7.	Declaration on the authorisation to represent the Research Team as part of the Virtual Research Institute (<i>applies exclusively to the Applicant – Research Unit</i>)	YES <input type="checkbox"/>
8.	Declaration by the person managing the unit in which the Research Team Leader/Member carry out their scientific activities that the unit fulfils the criteria for authorised entities, Research Task financing for non-economic activity and the lack of state or de minimis aid. (<i>separately for each unit</i>)	YES <input type="checkbox"/>
9.	Declaration by the person managing the unit in which the Research Team Leader/Member carry out their scientific activities on value added tax (VAT) (<i>separately for each unit</i>)	YES <input type="checkbox"/>
10.	Declaration by the person managing the unit in which the Research Team Leader/Member carry out their scientific activities on the preparation and execution of the Research Task (<i>separately for each unit</i>)	YES <input type="checkbox"/>
11.	A set of other declarations to the Funding Application made by the person managing the unit in which the Research Team Leader/Member carry out their scientific activities (<i>separately for each unit</i>)	YES <input type="checkbox"/>

12.	Copies of financial statements of the entities in which the Research Team Leader/Member carries out scientific activities, for the year preceding the year of the Competition Announcement. <i>(separately for each unit)</i>	YES <input type="checkbox"/>	
13.	The Consortium Agreement between the unit in which the Research Team Leader carries out scientific activities and entities in which the Research Team Members carry out scientific activities.	YES <input type="checkbox"/> NOT APPLICABLE <input type="checkbox"/>	

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(date, place)

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(Applicant's signature and stamp)