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Internal Regulations

Czech Academy of Sciences

Guideline of the Academy Council of the Czech Academy of Sciences No. 5

dated 12 February 2019

**amending the Guideline of the
Academy Council of the Czech
Academy of Sciences No. 8/2018
on a fellowship for prospective
researchers – Lumina Quaeruntur**

The Guideline was circulated on 1 March 2019

PART ONE

Amendment to Guideline No. 8/2018

1. Subsection (4) and (5) of Article 1 shall respectively read as follows:
 - “(4) The Proposed Holder does not have to be an employee of a research institute of CAS at the time of submitting a research proposal; his/her employment with the Research Institute shall continue for the entire period of the Grant provision by CAS. The Proposed Holder’s workload representing at least 0.7 of the Proposed Holder’s full-time equivalent shall be used on the solving of the funded science programme (hereafter the “Capacity”).
 - (5) A scientific team for the purposes hereof shall mean a newly established group, laboratory or team consisting, apart from the Proposed Holder, from at least 2 employees of the Research Institute, whose aggregate workload used directly for the science programme solving represents to at least 0.8 of their full-time equivalent. Research workers of Research Institutes and other workers with university education may become members of the scientific team.¹“
2. Subsection (3) of Article 2 reads as follows:
 - “(3) Information listed in subsection (2) (a) to (e) shall be provided in English if such practice is customary in the given research area.“
3. Subsection (2) of Article 3 shall be omitted. The existing subsections (3) and (4) shall be marked as subsection (2) and (3).
4. Subsection (4) shall be added to Article 3 and which shall read as follows:
 - “(4) The Commission may also request opinions of external opponents.“
5. Subsection (4) of Article 4 shall read as follows:
 - “(4) The amount of the Grant shall be no more than CZK 4,000,000 per calendar year. Financial contribution of the Holder’s Research Institute (hereafter the “Contribution”) shall amount to at least 20% of the total budget of the research project for one calendar year, including the research institute’s overhead expenses, which may not exceed 20% of the Contribution.”
6. Subsection (7) of Article 4 shall read as follows:
 - “(7) While the Grant is being provided, the Holder shall submit and ERC research proposal with the European Research Council or with a similar international grant agency and shall inform the Commission to this effect.”
7. Subsection (13) in Article 4 shall be omitted.
8. In Article 8 the words “which were awarded” shall be replaced by the words “which was awarded”.

¹ Article 21 of the Annex to the Statutes of the Czech Academy of Sciences

PART TWO

Effect

This Guideline comes into effect on the date of its publication.

prof. RNDr. Eva Zažímalová, CSc.
President of the CAS

For clarity sake, please find attached the full wording of the amended Guideline.

Annex

FULL VERSION

Guideline of the Academy Council of the Czech Academy of Sciences No. 8/2018 dated 6 March 2018

on a fellowship for prospective research workers – Lumina Quaeruntur, as amended

Amendment:
Guideline No. 5/2019

TITLE I

General Provisions

Article 1

Fundamental Provisions

- (1) The Lumina Quaeruntur fellowship established by the Academy Council of the Czech Academy of Sciences (hereafter the “CAS”) as an instrument to support scientific excellence in CAS is intended to award outstanding prospective researchers in setting up new scientific teams at the research institutes of the CAS (hereafter the “Research Institutes”) to allow developing their science programme focused on conceptually new topics that significantly shift the frontiers of knowledge or are aimed at socially important practical application (hereafter the “Lumina Fellowship”).
- (2) Only a researcher may be proposed for the Lumina Fellowship, who:
 - a) meets the requirements specified in subsection (1);
 - b) who holds the academic degree “Doctor” (abbreviated as “Ph.D.”) or its equivalent upon commencement of the research project;
 - c) whose research practice counted from the award of the academic degree as specified in (b) above does not exceed 10 years at the time of submitting a proposal for the Lumina Fellowship award;
 - d) who shows excellent results in his/her research area;
 - e) who has international knowledge and participates in international cooperation;(hereafter the “Proposed Holder”).
- (3) The length of research practice pursuant to subsection (2)(c) shall not include temporary capacity to work longer than 90 days, compulsory military service, maternity and parental leave and the period of time of taking care of a person who is according to the Act on Social Services regarded as a person dependent on the assistance of another natural person.
- (4) The Proposed Holder does not have to be an employee of a research institute of CAS at the time of submitting a research proposal; his/her employment with the Research Institute shall continue for the entire period of the Grant provision by CAS. The Proposed Holder’s workload representing at least 0.7 of the Proposed Holder’s full-time equivalent shall be used on the solving of the funded science programme (hereafter the “Capacity”).
- (5) A scientific team for the purposes hereof shall mean a newly established group, laboratory or team consisting, apart from the Proposed Holder, from at least 2 employees

of the Research Institute, whose aggregate workload used directly for the science programme solving represents to at least 0.8 of their full-time equivalent. Research workers of Research Institutes and other workers with university education may become members of the scientific team.¹

- (6) The Lumina Fellowship may be awarded only once to the same researcher.

Article 2

Proposal for the Lumina Fellowship Award

- (1) A proposal for the Lumina Fellowship award (hereafter the "Proposal") is submitted by the directors of Research Institutes of CAS after consultation with the Institute Board.
- (2) A Proposal shall contain:
- a) information about the Proposed Holder: structured CV; brief description of the most significant research results; scientometric data if their provision is customary in the given research area; list of publications with highlighted the five most important ones with brief description of the Proposed Holder's participation in their creation; other outputs of his/her scientific work, as the case may be;
 - b) information of his/her science programme for 5 years: the name to be given in Czech and English; brief annotation and description of the programme, including objectives and analysis of the proposed steps to be taken to achieve the objectives;
 - c) information about the scientific team members or description of the main vacant positions if the particular persons are not known at the time of the Proposal submission;
 - d) draft budget of the science programme for 5 years, including the budget justification;
 - e) draft budget for the first 12 months of the science programme solution pursuant to Article 4(4), including the budget justification;
 - f) statement of the Board of the Research Institute;
 - g) statement of the director of the Research Institute confirming with respect to the Proposed Holder:
 1. integrating the Proposed Holder's scientific team within the Research Institute organizational structure;
 2. provision of necessary premises, equipment and technical facilities to the scientific team in the Research Institute;
 3. support of the scientific team after the grant provision terminates.
- (3) Information listed in subsection (2) (a) to (e) shall be provided in English if such practice is customary in the given research area.
- (4) A recommendation letter by a renowned specialist may be attached to the Proposal.
- (5) In case that multiple Proposals are submitted, the Research Institute shall mark the order of their importance.
- (6) The Research Institute may not submit a Proposal of the same Proposed Holder more than three times.

¹ Article 21 of the Annex to the Statutes of the Czech Academy of Sciences

Article 3

Proposal Consideration and Lumina Fellowship Award

- (1) The Proposals are evaluated by the Commission of the Lumina Quaeruntur Fellowship (hereafter the "Commission"), which consists of a Member of the Academy Council of the CAS in charge of excellence support, the President of the Council of Sciences of the CAS, the Vice President of the CAS and Vice Presidents of the Council of Sciences of the CAS in respective research areas. The Chairman of the Commission is the Member of the Academy Council of the CAS in charge of excellence support. Members of the Commission and its Secretary are appointed by the Academy Council of the CAS. The Secretary of the Commission is an employee of the Head Office of the CAS.
- (2) The Proposals are evaluated namely according to the following criteria:
 - a) clearly defined science programme sufficiently different from the other earlier solved projects of the Proposed Holder;
 - b) originality, autonomy and independence of the Proposed Holder's research activity;
 - c) hitherto research activity of the Proposed Holder with emphasis on excellent results and international cooperation;
 - d) the Proposed Holder's potential to establish and manage a scientific team;
 - e) quality of the proposed scientific team.
- (3) The Commission shall further take into account the support of the scientific team by the Research Institute even after the grant provision is terminated.
- (4) The Commission may also request opinions of external opponents.
- (5) The Commission submits the Proposals to the Academy Council of the CAS for approval in the following three categories:
 - a) 1 – recommended;
 - b) 2 – recommended conditionally – subject to the size of the budget of the CAS;
 - c) 3 – not recommended.
- (6) After the Proposals have been discussed by the Academy Council of the CAS, the Chairman of the Commission shall notify the Research Institute on whether the Proposal was approved or not approved by the Academy Council of the CAS.
- (7) The Lumina Fellowship award is certified by a diploma that contains the name and surname of the Proposed Holder (hereafter the "Holder"), date of award and signature of the President of the CAS.
- (8) The diploma is awarded by the President of the CAS at a gala event.

TITLE II

Conditions of Funding

Article 4

- (1) The Holder's science programme is supported by a grant (hereafter the "Grant").
- (2) The Grant is not intended for additional support of already existing teams, groups and laboratories.

- (3) The Grant is provided to the Research Institute in accordance with a guideline of the Academy Council of the CAS on grants provided by the Czech Academy of Sciences to Research Institutes.
- (4) The amount of the Grant shall be no more than CZK 4,000,000 per calendar year. Financial contribution of the Holder's Research Institute (hereafter the "Contribution") shall amount to at least 20% of the total budget of the research project for one calendar year, including the research institute's overhead expenses, which may not exceed 20% of the Contribution.
- (5) The Grant may be provided for a maximum period of 5 years. The precondition for the Grant provision for the next calendar year is positive recommendation pursuant to Article 6(3).
- (6) The Grant may be used to fund:
 - a) the Holder's personnel expenses up to the amount of CZK 1,000,000 per calendar year;
 - b) personnel expenses of the scientific team members;
 - c) other operating expenses directly related to the science programme solution, save for overhead expenses;
 - d) capital expenditures directly related to the science programme, but only in the first and second year of the science programme solution.
- (7) While the Grant is being provided, the Holder shall submit and ERC research proposal with the European Research Council or with a similar international grant agency and shall inform the Commission to this effect.
- (8) The Holder may propose grant projects with local and international providers with themes related to the theme of the science programme for which the Grant is provided.
- (9) A contract shall be concluded between the CAS, the Holder and the Research Institute, which shall regulate the rights and obligations with the aim of securing efficient use of the Grant. The contract shall be drafted with effect from 1 January of the following year, unless agreed otherwise.
- (10) On serious grounds on the Holder's part, the Holder's workload pursuant to Article 1(4) may be reduced during the period of the Grant provision. Such reduced workload may, however, neither prevent the Holder from solving his/her science programme hereunder, nor prevent the Holder from remaining the scientific team leader and from performing the essential part of his work at the Research Institute during the entire period of the Grant provision.
- (11) After agreement with the director of the Research Institute, the Holder may change the composition of the scientific team during the period of the Grant provision. Such change shall be notified to the Commission in a Report pursuant to Article 6.
- (12) The provision of the Grant may be discontinued on serious grounds for as long as necessary. The length of the discontinuation and conditions for its renewed provision shall be regulated in an amendment to the contract pursuant to Article 9.

TITLE III

Evaluation

Article 5

- (1) The Commission evaluates the science programme solution on an annual basis.

- (2) The criteria for the science programme evaluation by the Commission are as follows:
 - a) quality of achieved results and outputs;
 - b) achievement of objectives of the science programme;
 - c) accomplishment of the purpose of the Grant provision.

Article 6

Report on Solution in the Past Period and Final Report

- (1) For the purpose of the annual evaluation pursuant to Article 5(1), the director of the Research Institute shall submit to the Commission a report on the science programme solution in the past period latest by 31 January, unless specified otherwise.
- (2) The report referred to in subsection (1) shall contain:
 - a) report on the science programme solution;
 - b) proposal of the science programme solution for the next calendar year;
 - c) report on the budget consumption, including a review of the use of the Grant and the Contribution of the Research Institute;
 - d) draft budget for the next calendar year, including the budget justification.
- (3) The report referred to in subsection (1) shall be discussed by the Chairman of the Commission in cooperation with the Vice President of the CAS for the respective research area. The Chairman of the Commission shall submit to the Academy Council of the CAS the report on the science programme evaluation together with a recommendation for continued funding.
- (4) Within 60 days of the Grant provision termination, the director of the Research Institute shall submit to the Commission a final report on the science programme solution (hereafter the "Final Report").
- (5) The Final Report shall contain:
 - a) a report on the science programme solution containing a list of publishing outputs and general evaluation of the results together with a brief description of the near future of the Holder and his team at the Research Institute;
 - b) a report on the budget consumption, including a review of the use of the Grant and the Contribution of the Research Institute.
- (6) The evaluation report based on the Final Report shall be submitted by the Commission to the Academy Council of the CAS for approval.
- (7) The Holder shall present a report on the results of the science programme at a public science lecture to be organized by the CAS at a time and at a place determined upon agreement with the Holder.

Article 7

Joint Provisions

- (1) The Proposals, reports and other documents shall be filed via the information system of the Head Office of the CAS, unless specified otherwise.
- (2) Any outputs created as part of the solution of the science programme funded by the Grant shall specify the name of the Czech Academy of Sciences and give information about the Lumina Quaeruntur fellowship. The Research Institute shall separately register the publishing outputs and other relevant outputs created as part of the science programme solution in the Automated Registration System (ASEP).

Article 8

Transitory Provisions

Grants provided within the framework of the Jan Evangelista Purkyně Fellowship, which were awarded before the effective date of this Guideline, shall be completed according to the existing guideline.

Article 9

Repealing Provisions

The Guideline of the Academy Council of the CAS No. 7/2013 – Rules for the Award of “ J. E. Purkyně Fellowship“ to outstanding and promising researchers is hereby repealed.

Article 10

Effect

This Guideline comes into effect on 1 August 2018.

prof. RNDr. Eva Zažímalová, CSc.
President of the CAS