
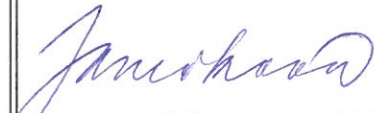




Institute of Physiology CAS, p. r. i. Vídeňská 1083 142 20 Prague 4	Department: Secretariat	Replaces: Instruction / Guideline of 17 October 2012 StartUp Program
SME FGU 2018/005_ENG		
INTERNAL GUIDELINE		
START-UP VÝZKUMNÝ PROGRAM START-UP RESEARCH PROGRAM		
Effective from: 1 August 2018		Date of approval by the Council: 19 July 2018
Created by: Ing. Petra Janečková – Secretary MUDr. Jan Kopecký, DrSc. – Director	Approved by: MUDr. Jan Kopecký, DrSc. Director	Approver's signature: 
Mandatory review: Three years after the issue date	Person in charge of the review: Ing. Petra Janečková – Secretary	
Review: 6.2.2024	financial support adjustment	

This Internal Guideline defines the conditions and criteria for the support of talented young scientists who, based on an announced call and a filed application, want to start their independent scientific career at the Institute of Physiology CAS, p. r. i. (hereinafter referred to as the "Institute") as part of the *Start-Up Research Program* (the "Program").

The Program is designed as an elite scheme and is intended for applicants with exceptionally strong prospects. It is not expected that the Program will be announced every year. The decisive criterion for assessing each application is the quality of the proposed research project and its contribution to the improvement of scientific quality of the Institute. Applicants are expected to come up with new original ideas and to challenge the current research carried out at the Institute. The project should appropriately complement the existing research but should not duplicate it.

The call for the launch of the Program must be approved by the Council of the Institute (the "Council"). The call will be drafted by the Director and published on the Institute's website and other websites, including foreign ones.

The call must specify the deadlines for filing applications and the deadlines for assessing applications in each round of the call. The call for round 1 will be open for a minimum of 30 days from publication and will provide guidelines on the data required for the evaluation and a link to these Guidelines, which will be available in English on the Institute's website. Applications must be made in English and sent in electronic form by e-mail in the form specified for Round 1 to the Director's Secretariat (fgu@fgu.cas.cz).

Applications will be evaluated by an expert committee appointed by the Director of the Institute. The permanent members of the committee for each specific call are the Director of the Institute (chairman of the commission), a representative of the Council, a member of the Director's Collegium and at least 2 scientists from the applicant's area of expertise (they may be from outside the Institute or from abroad).

In reviewing the application, the expert committee will assess in particular the applicant's professional profile and how the project fits into the Institute's research policy, and will also assess the applicant's potential for future professional growth. The committee should assess the applications received within 10 days at the latest. Selected applicants will be invited to submit a full project proposal and to present it in the form of a public lecture (Round 2).

The complete project proposal for Round 2 of the evaluation process must be submitted electronically to the e-mail address of the Director's Secretariat (fgu@fgu.cas.cz) within 30 days of the invitation after the end of Round 1.

1. Applicants' eligibility assessment criteria

- a. No more than 12 years after obtaining the PhD degree; this does not include maternity or paternal leave
- b. Intellectual self-reliance, independence (demonstrated e.g. by a publication without the PhD student's mentor as a corresponding author, a successfully implemented junior grant, etc.)
- c. Proven experience gained during a postdoctoral fellowship abroad
- d. Submission of a quality research project
- e. Publication activity
- f. Experience of working on grant projects
- g. The applicant's readiness to apply for grant support on behalf of the Institute as soon as possible

2. Required application documents for Round 1 of the call (all in English):

- a. Cover letter with a brief description of the project (2 A4 pages, single spaced, font 11)
- b. Professional CV
- c. Copy of the PhD diploma/certificate

- d. 2 letters of recommendation (e.g. PhD mentor, postdoctoral mentor)

3. Required application documents for Round 2 of the call (all in English):

- a. Submission of a detailed project proposal (max. 6 A4 pages, single spaced, font 11) that includes:
 - i. Brief introduction
 - ii. Hypothesis
 - iii. Project goals
 - iv. Project benefits and impacts
 - v. Brief description of the necessary facilities, equipment and personnel that will be required for the group
- b. A public lecture held at the Institute (or an online broadcast of the lecture) where the proposed project will be presented

After Round 2, the expert committee will issue a written opinion on the granting of support under the Program. The committee's assessment must provide reasons for recommending or not recommending the project, especially in terms of quality, originality and contribution to the improvement of scientific quality of the Institute. The results will be announced to the applicant within one week after the lecture (see 3.b).

4. Scope and conditions of the support provided:

- a. Duration: 3–5 years
- b. The Program support is as follows:
 - The minimum annual financial support to cover salary costs is 1,500,000 CZK (approx. 60,000 EUR) for the full time Junior Research Group Leader position and team members. This support does not include legal contributions and wages. In all cases, the financial compensation must be in line with the standard compensation rates of the Institute and subject to the Director's approval.
 - i. Material and operating costs:
 - 400,000 CZK (approx. 16,000 EUR) per year
 - ii. Financial support will be negotiable depending on the overall quality of the applicant and the project proposal.
- c. The above financial support will be provided annually on a fixed basis for the first 3 years of support.
- d. For years 4 and 5, a maximum of 1,500,000 CZK will be granted for personnel costs based on the results of evaluation.
- e. In the event of a gross breach of an approved research project, the Director may, after discussion and approval by the Council, reduce or withdraw financial support and terminate the Start-Up Research Program.

5. Status: the applicant and his/her team will receive assistance under the Program. At the end of year 3, after the start of the given Program, the project work will be evaluated. This evaluation will be made by the Council on the basis of the results achieved. After this evaluation, the Council will propose to the Director either the transformation into a scientific laboratory, the extension of the assistance under the Program (see 4.d) for a further maximum of two years, or the termination of the assistance. **6.** After a maximum of two more years, the Council will reassess the activities and performance of the team and propose to the Director either the transformation into a scientific laboratory or the extension or termination of the assistance.

7. The successful candidate will be given a fixed-term employment contract of 3 years, as will members of the applicant's team, with the possibility of extension depending on performance at the end of year 3 (see point 5).