



COLLECTION OF DECISIONS AND ORDINANCES OF THE UNIVERSITY OF SOUTH BOHEMIA IN ČESKÉ BUDĚJOVICE

Number: R 652

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Rector's Ordinance laying down the principles of the Grant Agency of the University of South Bohemia in České Budějovice for individual grant projects commencing in 2027

Article 1 Introductory provisions

1. The Grant Agency of the University of South Bohemia in České Budějovice (hereinafter referred to as 'GA USB') is a system designed to support the quality of doctoral studies, doctoral research and the development of early-career researchers at the University of South Bohemia in České Budějovice (hereinafter referred to as 'USB').
2. The main aim of GA USB is to support the development of doctoral students' research and grant-writing skills, high-quality doctoral research, a high-quality training environment, the work of supervisors, and the subsequent academic careers of junior researchers.
3. The organisation of grant competitions in 2027, including the provision of funding to support selected projects from the LCDRO budget chapter, is subject to the approval of the USB budget for 2027. Should the amount of funding prove insufficient to organise the grant competitions to the anticipated extent, USB is entitled to adjust the scope of these competitions, the amount of funding provided, or the number of projects supported.
4. The activities of the GA USB are methodologically overseen by the Vice-Rector for Research. Administrative support for the GA USB is provided by the Science and Research Office of the USB Rectorate.
5. This ordinance lays down the rules for the provision of support and the basic conditions for the preparation, evaluation, funding, implementation and monitoring of **individual grant projects commencing in 2027** (hereinafter also referred to as 'projects').

Article 2 Call for proposals



1. Binding deadlines, the method of submitting applications, the allocation of funds to individual faculties, the technical conditions of the call for proposals, the structure of the internal evaluation panel and further details are set out in the 'Rector's ordinance on the commencement of the procedure for the award of individual grant projects by the Grant Agency of the University of South Bohemia in České Budějovice for the year 2027' (hereinafter referred to as the 'call for proposals').

Article 3 Individual grant projects

1. Individual grant projects focus on the specific research activities of individual doctoral students in connection with the completion of their dissertations.
2. We distinguish between two types of individual grant projects:
 - 'Talent' supports high-quality research projects and the professional development of doctoral students, usually in the earlier stages of their studies,
 - 'Finish' supports the completion of research, publications or other creative outputs, and thus also dissertations, usually in the final stage of study.
3. Projects may be submitted in Czech, Slovak, or English.

'Talent' individual grant projects

1. The principal investigator of a 'Talent' project is **either a single doctoral student or a maximum of three USB students**, of whom no more than two may be students in USB's master's degree programmes.
2. A doctoral student may **be awarded** a 'Talent' project **as the principal investigator only once** during their doctoral studies; however, in the event of an unsuccessful application, they may reapply. A condition is that the project must be completed within the standard duration of study for all members of the research team.
3. The optimal time to submit an application for an individual 'Talent' grant project is during the second year of doctoral studies.
4. The duration of a 'Talent' project is 12 months.
5. A doctoral student may compete in a given year both as the principal investigator and as a co-investigator on another project.
6. PhD students who were awarded any GA USB individual grant project prior to 2026 or a one-year project in 2026 may apply for individual grant projects commencing in 2027.
7. **A mandatory output of a 'Talent' project** is a presentation of the project, its progress or results at a scientific conference. If the principal investigator is unable to attend a scientific conference, they shall present the project at the USB doctoral conference. A poster or presentation shall be attached to the final report.



'Finish' individual grant projects

1. The purpose of this type of project is, in exceptional cases, to support the completion of research, a publication or other creative output – and thus also the completion of a dissertation – even beyond the standard duration of studies.
2. The principal investigator for a 'Finish' project is **a single PhD student**.
3. **An application** for a 'Finish' project may **be submitted only once** during the course of doctoral studies.
4. The grant application must be submitted by the PhD student in the final year of the standard duration of studies.
5. The duration of a 'Finish' project is a maximum of 12 months.
6. **A mandatory output of a 'Finish' project** is a planned publication (confirmation of acceptance for publication), another creative output essential for the completion of the dissertation, or the submitted dissertation.

Financial rules for 'Talent' and 'Finish' projects:

1. Funding for an independent individual grant project may not exceed CZK 200,000.
2. For PhD students on a full-time programme, the maximum scholarship amount—remuneration for the principal investigator—is CZK 10,000 per month and for co-investigators CZK 5,000 per month. For doctoral students studying part-time and master's students, the maximum amount of the scholarship—remuneration for both the principal investigator and co-investigators—is CZK 4,000 per month.
3. Of the scholarships earmarked for the remuneration of PhD students studying full-time (the item 'Scholarship (regular) – remuneration' in the project budget – see Annexes 1 and 3 to this ordinance), a maximum amount of CZK 4,000 per month is regarded as remuneration for the principal investigator or co-investigator, which cannot be included in the guaranteed doctoral study income.
4. No personnel costs other than scholarships may be claimed. Other personnel costs (OPC) and ancillary costs (overheads) are not eligible items in the project budget.
5. Items relating to minor tangible and intangible assets, other operating costs (e.g. materials) and other services in the project budget (see Annexes 1 and 3 to this ordinance) must not, in total, exceed two-thirds of the requested funding.
6. Costs relating to the acquisition of long-term tangible and intangible assets are not permitted.
7. Changes to budget expenditure exceeding a total of 15 % of any budget item (whether an increase or a decrease) in the project proposal are only permitted following prior approval by the USB School of Doctoral Studies (hereinafter 'SDS') of a justified request. Any transfer to the budget items 'Scholarship (regular) – remuneration' is not permitted.
8. **The amounts specified in points 1 to 3 are maximum amounts; the faculty may set lower amounts by order of the Dean.**





Article 4

Requirements of an application for an individual grant project

1. Applications must be submitted in the manner, format and within the deadline specified in the call for applications. Incomplete, late or substantively non-compliant applications will not be assessed. Sample application forms are set out in Annexes 1 and 3 to this ordinance.
2. The application shall include, in particular:
 - a definition of the research problem, the current state of knowledge, objectives, research questions or hypotheses, and methodology,
 - a research data management plan, including the handling of any ethical issues,
 - the link between the project and the dissertation, a timetable with milestones and a plan for deliverables,
 - a plan for the principal investigator's professional development and any international collaboration or mobility,
 - a description of the supervisor's role and a supervision plan,
 - a detailed budget.
3. The application for a 'Finish' project also includes:
 - the current stage of progress on the dissertation,
 - an overview of remaining activities,
 - a plan for the completion of the dissertation,
 - a publication plan,
 - risks associated with completion,
 - justification of the need for support.
4. The application must include a selection of the field of evaluation (natural sciences, agricultural and technical disciplines, or social sciences and humanities).

Article 5

Evaluation of individual grant projects

1. The evaluation takes place in two stages:
 - a. assessment of eligibility and compliance with formal and substantive conditions by the School of Doctoral Studies;
 - b. evaluation of project proposals accepted under point (a) by an internal evaluation panel.
2. Acceptability primarily involves checking compliance with the competition conditions, methodological adequacy, feasibility, links to the dissertation, the timetable, the budget, the data management plan and the mandatory outputs.



3. A project proposal will not be accepted for evaluation by the internal evaluation panel if:
 - a. it does not meet the competition conditions (e.g. if the limits on the duration of the project or the scholarship amount are exceeded);
 - b. it is not sufficiently well-developed methodologically (e.g. lacks a clear description of the research methodology, research data management, data analysis or project timetable);
 - c. it is not realistically feasible (e.g. obvious errors in the design, inconsistencies in the timetable, an inadequate budget relative to the planned investigation);
 - d. it is not clearly linked to the dissertation;
 - e. it does not include the required outputs.
4. The internal evaluation panel comprises two sections: one for natural sciences, agricultural and technical disciplines, and one for humanities and social sciences. It is composed of an appropriate proportion of academic staff and senior doctoral students, doctoral graduates or postdoctoral researchers. Details are set out in the competition announcement.
5. All projects submitted to a given section will be assessed and ranked regardless of faculty, but separately for 'Talent' projects and 'Finish' projects. Based on this ranking, the faculty selects projects by its own PhD students for funding up to the amount of its allocation.
6. Proceedings and documents relating to the evaluation of applications are confidential. An evaluator is obliged to declare any conflict of interest (e.g. if they have been involved in the preparation of the project under assessment, are to be its principal investigator or co-investigator, or are a consultant or supervisor to the principal investigator or co-investigator) and must not participate in the evaluation of the application in question.
7. Evaluation by the internal evaluation panel is carried out in accordance with the evaluation criteria and weightings set out in Annexes 2 and 4 to this ordinance. The maximum score is 100 points.
8. The result of the expert evaluation comprises a score and a brief written assessment. The written assessment shall set out the main strengths, the main weaknesses and recommendations for the further development of the project or for the completion of the dissertation.
9. Each project is assessed separately by the academic and student members of the panel. In the event of a significant discrepancy in the assessment or other doubts, the panel may request a supplementary opinion from the School of Doctoral Studies, the faculty coordinator or another evaluator.
10. A project may only receive financial support if it scores at least 60 points and, at the same time, meets all the specified thresholds for the individual criteria – see Annexes 2 and 4 to this ordinance.
11. The USB Rector decides on the award of funding and its amount on the basis of the evaluation results and the available financial resources.





Article 6

Implementation, monitoring and evaluation

1. The beneficiary and the project leader are obliged to use the funds effectively, economically and in accordance with legal regulations, USB's internal regulations and standards, the approved application and this ordinance.
2. All expenditure must be supported by verifiable documentation. Any deviations from the approved plan must be justified in the final report; changes requiring prior approval may not be made without such approval.
3. Creative outputs from GA USB projects must be recorded in the University's OBD system. Where a publication includes a dataset intended to be made openly accessible, it must be published in a trusted scientific data repository in accordance with the principles of open science.
4. Failure to comply with these conditions may result in an obligation to repay any funds used without authorisation.
5. The School of Doctoral Studies (SDS) evaluates individual grant projects retrospectively, primarily on the basis of the achievement of outputs, the quality of the research, the final report and compliance with financial rules.

Article 7

Transitional and Final Provisions

1. Individual grant projects commenced up to and including 2026 under previous ordinances issued by the Rector shall be completed in accordance with the rules in force at the time of their commencement, unless otherwise provided for by law or internal regulations.
2. This ordinance comes into force and takes effect on the date of its publication.

prof. Ing. Pavel Kozák, Ph.D.
Rector

Prepared by: Director of the School of Doctoral Studies, Vice-Rector for Research

Distribution list: Deans of faculties, Vice-Deans responsible for doctoral studies, faculty Secretaries, members of the School of Doctoral Studies Board, relevant offices of the USB Rectorate.





- Annexes:
1. Application form for an individual GA USB project: Talent
 2. Assessment of an individual project: Talent
 3. Application form for an individual GA USB project: Finish
 4. Assessment form for an individual project: Finish



ANNEXE NO. 1

Application form for an individual GA USB project: Talent

A. General information

Project title (CZ/SK)

Project title (EN)

Section

Natural Sciences/Agricultural Sciences/Technical Sciences OR Social Sciences/Humanities

Principal investigator

Supervisor

Department

Doctoral degree programme

Project summary (max. 200 words)

B. Research information

B1. What problem does the project address and why is it significant for the field? (recommended length: 15 lines)



B2. What is the current state of knowledge and what gap in knowledge does the project address?
(recommended length: 30 lines)

B3. Project objectives and research questions.

B3a. What is the main objective of the project? (max. 5 lines)

B3b. What are the project's sub-objectives? (max. 10 lines)

B3c. What are the research questions and/or hypotheses? (max. 10 lines)

B4. Describe the project methodology. Outline the research design, data collection, data analysis, justification for the methods used, and any methodological or organisational risks associated with the project, along with how these will be addressed. (recommended length: 40 lines)

B5. Research data management. What data will the project generate? In what formats? To whom might your data be useful outside your project? Will this data require approval from a research ethics committee? Where will the data be stored and how will it be secured? Will any of this data be published as open access in a reputable repository? If the data will not be published as open access, state the reasons. (max. 25 lines)

B6. What makes this project original, and what will be its contribution to the field? (max. 15 lines)



C. Link to the dissertation and project implementation

C1. How does the project relate to the topic of the dissertation? Which part of the dissertation will it support, and how will it contribute to its completion? (max. 15 lines)

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C2. Project timetable

Period	Key activities	Expected outputs
Months 1–3		
Months 4–6		
Months 7–9		
Months 1–12		

C3. Planned outputs

Type of output	Description
Conference presentations	
Publications	
Other creative outputs	
Contribution of the outputs to the dissertation	

D. Principal investigator, supervisor and the doctoral student's professional development

D1. The doctoral student's professional experience and achievements to date (up to 5 of the most significant for each item, relevant to the thesis topic)

Type of experience/achievement	Description
Conference papers	
Publications	
Participation in projects	
Professional courses	
Other relevant experience	

D2. The project's contribution to the doctoral candidate's professional development

D2a. What expert knowledge, methodological skills or research experience will the PhD student acquire or develop? (max. 10 lines)

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D2b. How will the project contribute to the PhD student's independence as a researcher? (max. 10 lines)

D2c. Involvement in international collaboration or mobility (if relevant). (max. 10 lines)

D3. Role of the supervisor and supervision plan

D3a. The supervisor's contribution to project preparation, methodological support and expert consultations. (max. 10 lines)

D3b. Supervisor's supervision plan: format and frequency of consultations; monitoring of milestone achievement. (max. 10 lines)

E. Budget

E1. Budget structure

Item	Amount requested (CZK)	Justification and link to planned project activities
Grant – researcher's remuneration, not eligible for inclusion in GarStuP ^{*,**}		
Grant – principal investigator's remuneration, eligible for inclusion in GarStuP ^{*,***}		
Grant – remuneration for co-investigators		



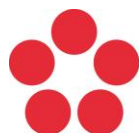


(list by name), not eligible for inclusion in GarStuP*,**		
Grant – remuneration for co-investigators (list by name), eligible for inclusion in GarStuP*,***		
Minor tangible and intangible assets		
Other operating costs (materials, etc.)		
Grant (one-off) – travel-related expenses**		
Training costs		
Publication costs		
Other services		
Total		

*GarStuP – guaranteed doctoral study income pursuant to Section 91a of Act No. 111/1998

**Scholarship to support students' research, development and innovation activities in accordance with Article 6 of the USB Scholarship Regulations

***Doctoral scholarship pursuant to Article 13 of the USB Scholarship Regulations



ANNEXE NO. 2

Assessment of the individual project: Talent

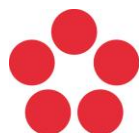
Criterion	Scale	Weight	Maximum
Scientific quality and originality of the project	0–5	7x	35
Methodology and research data management	0–5	6x	30
Link to the dissertation and planned outputs	0–5	4x	20
The researcher's potential and the project's contribution to their professional development	0–2	5x	10
Role of the supervisor and quality of supervision	0–2	2.5x	5
TOTAL			100

Interpretation: 85–100 – support as a high priority; 70–84 – support; 60–69 – support subject to available resources; less than 60 – do not recommend for support.

Minimum requirements: at least 60 points in total; at least 3 out of 5 points for scientific quality and originality; at least 3 out of 5 for methodology and data handling. If either criterion 1 or 2 fails to meet the minimum threshold, the project is not recommended for funding, regardless of the total number of points.

Verbal assessment:

- Main strengths of the project (maximum 5 sentences).
- Main shortcomings of the project (maximum 5 sentences).
- Recommendations for the further development of the project or dissertation (maximum 5 sentences).



ANNEXE NO. 3

Application form for an individual GA USB project: Finish

A. General information

Project title (CZ/SK)

Project title (EN)

Section

Natural Sciences/Agricultural Sciences/Technical Sciences OR Social Sciences/Humanities

Principal investigator

Supervisor

Department

Doctoral degree programme

Project summary (max. 200 words)

B. Research information

B1. What problem does the project address and why is it significant for the field? (recommended length: 15 lines)



B2. What is the current state of knowledge and what gap in knowledge does the project address?
(recommended length: 30 lines)

B3. Project objectives and research questions.

B3a. What is the main objective of the project? (max. 5 lines)

B3b. What are the project's sub-objectives? (max. 10 lines)

B3c. What are the research questions and/or hypotheses? (max. 10 lines)

B4. Describe the project methodology. Outline the research design, data collection, data analysis, justification for the methods used, and any methodological or organisational risks associated with the project, along with how these will be addressed. (recommended length: 40 lines)

B5. Research data management. What data will the project generate? In what formats? To whom might your data be useful outside your project? Will this data require approval from a research ethics committee? Where will the data be stored and how will it be secured? Will any of this data be published as open access in a reputable repository? If the data will not be published as open access, please state the reasons. (max. 25 lines)

B6. What is the originality of the project and what will be its contribution to the field? (max. 15 lines)



C. Link to the dissertation and completion of the dissertation

C1. Progress of the dissertation

Area of the dissertation	Progress (%)	Brief comments
Literature review and theoretical section		
Data collection / research material		
Data analysis		
Publications or other creative outputs		
Text of the thesis		

C2. Current status of the dissertation: describe the main results to date and the progress made. (max. 10 lines)

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C3. What activities need to be completed? List the main tasks that remain to be completed before submitting the dissertation (e.g. completing the data analysis, finalising an article, expanding the research sample, drafting selected chapters) (max. 10 lines)

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C4. How will the project contribute to the completion of the dissertation? Describe how the proposed activities will support the completion of the dissertation and why, without this support, progress might be slowed down or hindered. (max. 10 lines)

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C5. Plan for completing the dissertation

Activity	Completion date
Completion of data collection	
Completion of analyses	
Submission of article(s)	
Completion of the dissertation manuscript	
Expected submission date	



of the dissertation	
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C6. Publication plan

Output	Status	Planned date
Publication 1	in preparation / in progress / submitted	
Publication 2	in preparation / in progress / submitted	
Conference presentation		
Other output 1		
Other output 2		

D. Readiness to complete the dissertation

D1. Results of the dissertation to date and the need for support from the Finish project.

D1a. Describe the main scientific results achieved during your doctoral studies. (max. 15 lines)

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D1b. Explain why the proposed support is particularly important in the final phase of your doctoral studies. (max. 10 lines)

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D2. Risks to completion (e.g. completion of analyses, waiting for data, publication process, international collaboration)

Risk	Probability	Proposed solution
	low / medium / high	
	low / medium / high	

D2c. Involvement in international collaboration or mobility (where relevant). (max. 10 lines)

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D3. Role of the supervisor and supervision plan

D3a. The supervisor's contribution to the finalisation of the project, methodological support and expert consultations. (max. 10 lines)

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D3b. Supervisor's supervision plan: format and frequency of consultations; monitoring of milestone achievement. (max. 10 lines)



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E. Budget

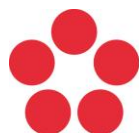
E1. Budget structure

Item	Amount requested (CZK)	Justification and link to planned project activities
Grant (regular) – researcher's remuneration, not eligible for inclusion in GarStuP*,**		
Grant (regular) – principal investigator's remuneration, eligible for inclusion in GarStuP*,***		
Minor tangible and intangible assets		
Other operating costs (materials, etc.)		
Grant (one-off) – travel-related expenses**		
Training costs		
Publication costs		
Other services		
Total		

*GarStuP – guaranteed doctoral study income pursuant to Section 91a of Act No. 111/1998

**Scholarship to support students' research, development and innovation activities in accordance with Article 6 of the USB Scholarship Regulations

***Doctoral scholarship pursuant to Article 13 of the USB Scholarship Regulations



ANNEXE NO. 4

Assessment of an individual project: Finish

Criterion	Scale	Weight	Maximum
Scientific quality and originality of the project	0–5	5x	25
Methodology and research data management	0–5	4x	20
Readiness to complete the dissertation and publication plan	0–5	6x	30
Results to date and need for 'Finish' support	0–5	4x	20
The role of the supervisor and the quality of supervision	0–2	2.5x	5
TOTAL			100

Interpretation: 85–100 – support as a high priority; 70–84 – support; 60–69 – support subject to available resources; less than 60 – not recommended for support.

Minimum requirements: at least 60 points in total; at least 3 out of 5 points for scientific quality and originality; at least 3 out of 5 points for methodology and data handling; at least 3 out of 5 points for readiness to complete the thesis and the publication plan. If any of criteria 1 to 3 fails to reach the minimum threshold, the project is not recommended for funding, regardless of the total number of points.

Verbal assessment:

- Main strengths of the project (maximum 5 sentences)
- Main weaknesses of the project (maximum 5 sentences)
- Recommendations for completing the dissertation or publishing the results (maximum 5 sentences).