

Terms of Reference – CPS Development Projects (CPS 24+ DP)

This is an invitation to submit Centre for Polymer Systems Internal Development Projects in basic and applied research.

Project management period: 1 June 2024 to 31 December 2028

Thematic focus:

CPS 24+ development projects can be submitted in one of the following fields – lines of research:

- Polymer Processing
- Rubber Technologies
- Nanomaterials and Advanced Technologies
- Biomaterials
- Environmental Technologies
- Energy & Composite Materials

Emphasis will be placed on projects focusing on the fulfilment of objectives related to Sustainable Development Goals.

At least one project will be supported in each field. Draft budgets must be consulted and approved by the Financial Department before the project is submitted.

Project proposals shall be submitted by principal investigators. Each development project proposal must fall within one of the lines of research defined above.

Research line supervisors cannot hold the position of principal investigators; rather, they will form, as supervisors, part of each project that falls within the line of research they are active in as supervisors.

Supervisor roles:

- Responsible for the quality of the development of the line of research
- Mentors the progress of the development project to achieve the fulfilment of the set objectives and their compliance with the development strategy of that line of research and the strategic development of the CPS as such
- Coordinates the research and related activities of the development project concerning other external projects being managed at the CPS
- Participates in evaluating, on a periodical basis, how the development project objectives are being achieved

Supervisors can actively participate in research activities and, where appropriate, use funds related to the execution of the development project.

Additional supervisor roles and responsibilities are to be defined by an internal CPS standard.

Principal investigator (project submitter) roles

- Coordinates project activities to ensure that project objectives and indicators are met
- Actively cooperates with the project supervisor

- Responsible for project administration as required
- Submits interim project reports within specified periods
- Proposes changes in the project design after consultation with the research line supervisor
- Submits the final/special project report (at the request of the CPS Director / UNI Director)

Call objectives:

- Enhance the quality and quantity of R&D outputs of excellence
- Develop and enhance the professional competencies of staff
- Boost national and international cooperation in primary & industrial research and experimental development
- Develop staff capacity and scientific careers

Indicators

Personal development indicators:

P1 – Number of individuals supported

P2 – Number of junior researchers supported (post-doctoral fellows, see below)

P3 – Number of PhD students involved

P4 – Number of nMDP and BDP students involved

Research activity indicators:

V1 – Number of all J_{imp} publications (Q1, Q2, Q3) as per AIS

V2 – Number of J_{imp} publications released in the first quartile of the most influential journals in the field as per AIS

V3 – Publications within the supported projects (as part of follow-up projects)

V4 – Technical J_{imp} publications with international co-authors

V5 – Number of presentations at professional events

V6 – Number of patent applications submitted

V7 – Number of utility models

V8 – Number of other applied research results (F/G/Z...)

V9 – Other results not listed under V1 to V8

Field of development indicators:

R1 – Number of international project applications submitted

R2 – Number of national project applications submitted

R3 – Number of collaboration activities supported (cross-sector/international)

Indicators are mandatory to select and fulfil except for indicators P4, V5 and V7-V9 which are recommended only.

Eligible expenditure indicated in the project application:

Direct non-capital costs:

- Materials (e.g. chemicals, laboratory supplies, consumables, etc.)
- Travel costs related to the development project (e.g. presentation of results, establishing strategic cooperation)
- Services (e.g. subcontracting, proofreading)

Budget requests shall be commented on properly.

Research team membership:

Each project shall be managed by a principal investigator. The research team shall consist of members of academic, scientific and other staff affiliated with the CPS (i.e. Cost Centre 17). The team shall also include students from university-wide degree programmes implemented at CPS. External collaborators (i.e. employees of other organisations or TBU employees who are not part of the CPS) are also allowed to participate in the development project.

The involvement of all external collaborators is possible under the condition of significant increase in the project quality by means of its extent and outputs (quality and quantity). This contribution must be quantified in the project proposal (see project indicators).

The involvement of external collaborators that are covered from resources of CPS will be subject of separate evaluation with respect to project quality enhancement, including its outputs, and amount of available financial resources assigned to CPS within the Budget of TBU 2024 and further.

For the present Call, a *postdoctoral fellow* shall refer to a CPS employee who has completed a maximum of 5 years since the successful completion of his/her doctoral studies. For maternity/parental leave – the maximum creditable period shall be 2 years for the first child and a maximum of 4 years for two or more children – and/or sick leave or care leave or long-term leave (exceeding 6 months), the time spent on care or treatment can be added to the above periods. The cut-off date for meeting the definition of a post-doctoral fellow shall be 1 June 2024.

The deadline for submitting project applications is 21 April 2024; please submit your applications to cps@utb.cz using the “24+ DP Project Application Form”.

Project proposal review:

Project proposals will be assessed, after a formal check, by a review committee consisting of research line supervisors, one external member from the Biomaterials and Biocomposites Specialist Board, one external member from the Nanomaterials and Advanced Materials Specialist Board, two members of academic/scientific staff of TBU (Doc/Prof, other than CPS staff). Each project proposal will be assessed by a minimum of 2 external experts in terms of professional eligibility, project ambition, and the strategic contribution of the project to the development of the field and the CPS. The review committee shall be chaired by the CPS Director. The review committee shall decide on recommended/not recommended statements concerning the development projects submitted.