



Annex to Resolution No. 3/2024  
RN POB BIB of 26 June 2024

## **REGULATIONS FOR THE BIOTECHMED\_LAB-2 COMPETITION FOR PROJECTS AIMED AT ENHANCING EQUIPMENT**

### **§ 1**

#### **GENERAL PROVISIONS**

1. The BioTechMed\_LAB-2 competition for projects aimed at enhancing equipment is announced as part of the implementation of the “Excellence Initiative – Research University” programme at the Warsaw University of Technology, hereinafter referred to as the “IDUB programme”.
2. The primary objective of the BioTechMed\_LAB-2 competition is to provide financial support for the intervention purchase of equipment and the development of the current research infrastructure, hereinafter referred to as “equipment”, facilitating research at the highest level, increasing the recognition of the Warsaw University of Technology in Poland and abroad, as well as the achievement of the indices declared in the IDUB programme, which include specifically the following:
  - 1) an increase in the scientific activity of the university’s staff and doctoral students,
  - 2) publications of papers in scientific journals from the upper decile according to the CiteScore of the Scopus database in accordance with the list published in the announcement of the BioTechMed\_LAB-2 competition or for min. 140 points, or reviewed conference publications for 200 points from the current list of the Ministry of Science and Higher Education,
  - 3) an increase in international scientific exchange, and cooperation with leading foreign universities and scientific institutions.
3. An important assumption of the BioTechMed\_LAB-2 competition is the declaration to provide access to the developed infrastructure for research teams from the Warsaw University of Technology, as well as from outside the Warsaw University of Technology. The principles of cooperation and access will be regulated by separate agreements.
4. The scope and topics of the proposed project for which funding is requested under the BioTechMed\_LAB-2 competition should relate to research in the field of “Biotechnology and Biomedical Engineering”, corresponding to the area of activity of the Priority Research Area “Biotechnology and Biomedical Engineering”, hereinafter referred to as “POB\_BIB”.
5. The outcome of the project should facilitate ground-breaking research in the field of “Biotechnology and Biomedical Engineering”, which is in the area of activity of the POB\_BIB.
6. Whenever the Regulations refer to equipment, it shall mean a device or set of devices for testing, measuring, or laboratory equipment with a low degree of versatility and of an elevated level of technical parameters, generally several orders of magnitude higher than those of a typical equipment used for production or maintenance purposes. Scientific research equipment does not include computer equipment or other equipment not directly used in the performance of R&D activities (Source of definition: Statistics Poland).
7. The budget for the BioTechMed\_LAB-2 competition is PLN 500,000, and funding under the IDUB programme for one project may be no lower than PLN 50,000 and no higher than PLN 100,000, with a requirement for the implementing unit to contribute at least 10% of the value of the equipment purchased.
8. Own contribution of the implementing unit may be financed by more than one organisational unit of WUT under an agreement concluded prior to the submission of the



- application, regulating the principles of cooperation and use of the equipment. The implementing body is the unit in which the Applicant is employed.
9. The total budget of the project shall represent the cost of the equipment purchase only. The final value of the purchase of the equipment shall result from the agreement concluded by the implementing unit with the supplier and the VAT invoice issued on its basis.
  10. If the final value of the equipment is lower than PLN 50,000, the implementing unit shall not receive funding for its purchase as part of the BioTechMed\_LAB-2 competition.
  11. If the value of the purchase of equipment is lower than specified in the application subject to section 7, the percentages of funding from the IDUB programme and the implementing unit's own contribution shall remain unchanged.
  12. If the final value of the purchase of the equipment is higher than specified in the application, the amount of IDUB funding shall remain unchanged and the amount of the own contribution shall be increased by the decision of the implementing unit.

## § 2

### **PRINCIPLES FOR SUBMITTING APPLICATIONS**

1. The applicant/head of the project may be a researcher or research and teaching staff member with a doctoral degree, employed at WUT as their primary place of work.
2. The applicant may submit only one application.
3. An application prepared in accordance with the template in Annex No. 1 to the Regulations must be submitted using the online form available at [www.badawcza.pw.edu.pl](http://www.badawcza.pw.edu.pl).
4. The head of the project shall achieve the following outcomes within one year of the completion of the project, corresponding to the IDUB programme indices:
  - 1) **Obligatory:** the submission of an application(s) for external funding, which has successfully passed at least a formal evaluation, preferably as part of an international programme, for a total amount obtained for the Warsaw University of Technology which is at least double that of the funds allocated as part of a competition for projects aimed at enhancing the equipment.
  - 2) **Optional:**
    - a) the publication of papers in scientific journals and reviewed conference publications in the upper decile according to the CiteScore of the Scopus database, in accordance with the list published in the announcement of the BioTechMed\_LAB-2 competition,
    - b) the establishment or development of cooperation with leading foreign universities and/or scientific institutions concluded by the submission of a research proposal and/or scientific publications as part of international cooperation,
    - c) the establishment of cooperation with industrial partners, leading to obtaining research funding for an amount at least double that of the funding awarded under the competition for projects to enhance the equipment.

## § 3

### **COMPETITION PROCEDURE AND PRINCIPLES FOR EVALUATION OF APPLICATIONS**

1. The competition procedure, evaluation, and acceptance of the project shall be performed by the Scientific Council of the Priority Research Area "Biotechnology and Biomedical Engineering", hereinafter referred to as the "POP BIB Scientific Council".
2. The Chairperson of the Scientific Council of the POB\_BIB shall appoint at least two



- reviewers for the evaluation of the application from the Council membership. The reviewers of the applications shall be selected from among persons ensuring the avoidance of conflicts of interest and ensuring the objectivity and impartiality of the evaluation.
3. The evaluation criteria for the application shall include:
    - 1) the uniqueness of the equipment planned to be purchased (20%),
    - 2) the innovativeness of the project (evaluated based on the attached abstract) and the quality of the research plan for the use of the equipment (30%),
    - 3) the possibility of using the equipment by different research groups - principles for the use of the equipment (30%),
    - 4) the amount of own contribution (10%),
    - 5) the applicant's and team's scientific output (10%).
  4. Funding shall be awarded to the applications with the highest number of points whose total budget does not exceed the envelope allocated to the BioTechMed\_LAB-2 competition.
  5. The list of applications eligible for funding (including the name of the applicant, the unit from which the applicant comes, the title of the project, and the amount of funding) shall be published at [www.badawcza.pw.edu.pl](http://www.badawcza.pw.edu.pl) by 15 September 2024.
  6. Reviews of applications shall be made available to applicants upon written request.

#### § 4

#### **PRINCIPLES FOR PROJECT IMPLEMENTATION**

1. The condition for the commencement of the project is the conclusion of the Agreement, according to the template specified in Annex No. 2 to the Regulations.
2. Agreements with implementing units shall be prepared by the IDUB Project Office.
3. The commencement date of the project is the date on which the agreement is signed, while the completion date is 30 days from the date on which the record of approval of the equipment is signed, but the implementation period may be no longer than 15 months.

#### § 5

#### **PRINCIPLES FOR THE SETTLEMENT OF PROJECTS**

1. The intermediate report, following the template specified in Annex No. 3 to the Regulations, must be submitted to the IDUB Project Office within 2 months of the project completion date.
2. A final report, according to the template specified in Annex No. 4 to the Regulations, must be submitted to the IDUB Project Office within 12 months of the project completion date.
3. The project execution shall be evaluated by the Scientific Council of the Priority Research Area "Biotechnology and Biomedical Engineering". The result of the evaluation shall be contained in the record, according to the template specified in Annex No. 5 to the Regulations.
4. If necessary, at the request of the Head of the Management Team for the IDUB Project, projects may be subject to an ad hoc audit consisting of additional explanations and/or reports on the compliance of the physical or financial implementation with the approved grant application and the conditions described in the Project Agreement.
5. Publications resulting from the use of the results obtained with the purchased equipment by the employees, doctoral students, and students at the Warsaw University of Technology are required to use the affiliation of Politechnika Warszawska or the *Warsaw University of Technology*. All publications as well as presentations and conference reports produced as part of the project must be signed with:



*The research was carried out on devices co-funded by the Warsaw University of Technology within the Excellence Initiative: Research University (IDUB) programme.*

or

*Badania wykonywane były na urządzeniach, zakupionych w ramach współfinansowanego ze środków Politechniki Warszawskiej w ramach Programu Inicjatywa Doskonałości – Uczelnia Badawcza (IDUB).*

6. Failure to achieve the assumed outcomes of a project shall prevent the head of the project from applying for projects in all subsequent competitions of the IDUB programme. Applying for project funding shall be possible only after the achievement of the outcomes declared in the previously implemented project.
7. All matters unregulated herein shall be settled by the Vice-Rector for Development.

## § 6

### **GDPR CLAUSE**

In accordance with Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (EU OJ L 119/1 of 4 May 2016), hereinafter referred to as “GDPR”, the Warsaw University of Technology hereby informs that:

1. The Administrator of your data is the Warsaw University of Technology with its registered seat at pl. Politechniki 1, 00-661 Warszawa.
2. The Administrator has appointed a Data Protection Officer (IOD) in his/her field to supervise the correctness of data processing. He or she can be contacted at the following e-mail address: [iod@pw.edu.pl](mailto:iod@pw.edu.pl).
3. The Administrator will process personal data to the extent of the data contained in the application for a project and in the intermediate and final reports on the project implementation.
4. The Administrator will process your personal data in order to implement financing of the project as part of the competition aiming to enhance the equipment – the basis for processing data is Article 6 section 1 point f) of the GDPR.
5. The Warsaw University of Technology does not intend to transfer your data outside the European Economic Area.
6. You have the right of access to the content of your personal data and the right to correct them, the right to request deletion, restriction of processing, and the right to object to the processing. Since the prerequisite for the processing of personal data is not consent, you do not have the right to data portability.
7. Your personal data will not be shared with other entities (administrators), except for entities authorised by law.
8. Your personal data may be accessed by entities (“processing entities”) to whom Warsaw University of Technology commissions activities that may involve the processing of personal data.
9. The Warsaw University of Technology shall not use automated decision-making in relation to you, including profiling.
10. The provision of your personal data is voluntary; however, failure to do so will prevent you from participating in the competition for enhancing the equipment.
11. Your personal data will be processed for a period of the IDUB programme and perpetual archiving.



12. You have the right to lodge a complaint with the supervisory authority - the Polish Data Protection Commissioner - if you consider that the processing of your personal data violates the provisions of the GDPR.