

Annex 2 to the terms and regulations of awarding funding for the EXPRESS CALL TO FUND RESEARCH ON COVID-19 set forth in NCN Council Resolution No 33/2020 of 28 March 2020

EXPRESS CALL TO FUND RESEARCH ON COVID-19 PROPOSAL FORM TEMPLATE

GENE 1.	RAL INFORMATION Proposal title in Polish	
2.	Proposal title in English	the title must be identical to the title in Polish
۷.	Froposal title III English	-
3.	Keywords in English	
4.	Research field	HS, ST, NZ
5.	Primary NCN Review Panel	choose from the list: HS1-HS6, ST1-ST10, NZ1-NZ9, only one panel can be chosen
6.	Auxiliary NCN Review Panels	choose from the list: HS1_001-HS6_021, ST1_001-ST10_016, NZ1_001- NZ9_013: Enter from 1 to 3, including at least one from the panel, to which a proposal is
		submitted.
7.	Duration [in months]	Up to 18 months
APPLI	 CANT	
1.	Applicant's status	 universities; federations of science and HE entities; research institutes of the Polish Academy of Sciences; research institutes; international research institutes; institutes operating within the Łukasiewicz Research Network entities involved in research independently on a continuous basis (not listed in
		sections 1-6), and 8. research centres of the Polish Academy of Sciences.
INFOF	RMATION ON PARTICIPATIN	IG ENTITY
Entity	(level 1)	
1.	Entity's name in Polish	
2.	Entity's name in English	
3.	Address of registered office	street, street No., apartment No., postcode, town/city, voivodeship, country
4.	Contact information	street, street No., apartment No., postcode, town/city, voivodeship, country, phone No., e-mail, www
5.	ePUAP (Electronic delivery box ESP)	Correspondence concerning the proposal, including the funding decision, shall be sent to the Electronic Delivery Box address. ESP (ePUAP). address shall be as follows: /user ID/ESP name

8. Is the record or second	'ES, classification of	
reco	ities according to the ton Public Finances	1. public authorities, including government administration authorities, authorities of state control and law protection as well as courts and tribunals; 2. local government units and unions thereof; 2.a. metropolitan unions; 3. budgetary units; 4. local government budgetary entities; 5. executive agencies; 6. budget institutions; 7. state special-purpose funds; 8. the Social Insurance Institution and the funds managed thereby as well as the Agricultural Social Insurance Fund and funds managed by the Chairperson of the Agricultural Social Insurance Fund; 9. the National Health Fund; 10.a. independent public healthcare units, local government independent public healthcare institutions; 10.b. independent public healthcare units, other independent public healthcare institutions; 11. state HE institutions; 12. the Polish Academy of Sciences and any organisational units established thereby; 13.a. state and local government cultural institutions, state cultural institutions 13.b. state and local government cultural institutions, local government cultural institutions 14. other state or local government legal persons established under separate statutes with the aim of carrying out public tasks, excluding enterprises, research institutes, institutes operating within the Łukasiewicz Research Network, banks
	he entity under reivership, in liquidation subject to bankruptcy accedings?	and commercial law companies YES/NO an entity under receivership, in liquidation or subject to bankruptcy proceedings cannot be the applicant nor the place of realisation of the project
any	es the entity receive y operating support for earch?	YES/NO
	ad of the entity / horised representative	professional title / academic degree, name, surname, position
nun (sta nun regi	P (tax identification mber), REGON atistical identification mber) and KRS (court pister number)	KRS – optional
	2) - optional	
1. Ent	tity's name in Polish	
2. Ent	tity's name in English	
3. Add	dress of registered ce	street, street No., apartment No., postcode, town/city, voivodeship, country
	ntact information	phone No., e-mail, www

No.	ded as research tasks Name of the research task in Polish	Name of the research task in English
1.	preparation of publications, etc. are not regarded as research tasks	Name of the research task must be identical to the name in in Polish
2.		
• • •		
SIMIL	AR RESEARCH TASKS	
1.	Is the PI applying for funding of the research tasks included in this proposal also from other sources?	YES/NO
2.	List of funding sources [in English]	If the answer to the question above is "YES"
3.	Has the PI received funding for any other COVID-19 related research?	YES/NO
4.	Provide the source and amount of funding and the subject [in English]	If the answer to the question above is "YES"
5.	Is the entity applying for funding of the research tasks included in this proposal also from other sources?	YES/NO
6.	List of potential funding sources [in English]	If the answer to the question above is "YES"
7.	Is PI currently working or has he/she completed research tasks similar in scope to the tasks included in this proposal?	YES/NO
8.	Description of similar tasks and justification of the need to fund them [in English]	
Autho	orship/co-authorship of the project	
1.	PI is the author of the project descriptions/ a co-author of the project descriptions:	Choose AUTHOR/ CO-AUTHOR
2.	Authors of the project descriptions:	Complete if "CO-AUTHOR" is chosen

ABSTRACT

In English (up to 1 page).

The description shall include the most important information on the project, including (in particular) the link between the research and the objective of the call.

Text limit: 1 page, A4.

Required formatting: top-bottom margins: 1.5 cm, left-right margins: 2 cm, font: Times New Roman, font size: at least 11, interline: single.

DESCRIPTION

A description (up to 5 pages) in English, including the following information:

- 1) scientific goal of the project (description of the problem to be solved, research questions and hypotheses, compliance with the objective of the call);
- 2) significance of the project (state of the art, justification for tackling a specific scientific problem, justification for the pioneering nature of the project, the impact of the project results, including the objective of the call);
- 3) concept and work plan (general work plan, specific research goals, results of preliminary research, risk analysis);
- 4) research methodology (underlying scientific methodology, methods, techniques and research tools, methods of results analysis, equipment and devices to be used in research);
- 5) project literature (a reference list for publications included in the project description, with full bibliographic data). The above-mentioned sections, including references to literature, are required. Failure to include any of them shall form grounds for rejection of the proposal on formal grounds.

Particular attention should be paid to the link between the research and the objective of the call.

Text limit: 5 pages, A4.

Recommended formatting: top-bottom margins: 1.5 cm, left-right margins: 2 cm, font: Times New Roman, font size: at least 11, interline: single.

ETHICAL ISSUES

To be filled out in English. If the answer to the question above is "YES", please describe measure taken to ensure that the research is carried out conforming to the common law and rules of good practice in the respective domain/discipline.

1.	Studies on human embryos or human embryonic and fetal tissue
	Does your research involve the use of human embryos? (YES/NO)
	Does your research involve the use of human embryonic or fetal tissues/cells? (YES/NO)
	Does your research involve Human Embryonic Stem Cells (hESCs)? (YES/NO)
2.	Humans
	Does your research involve human participants? (YES/NO) If YES, fill in section 4.
	Does your research involve physical or psychological interventions on the study participants? (YES/NO) If YES, fill in section 4.
	Does your research involve processing of genetic information? (YES/NO) If YES, fill in section 4.
	Is your research considered as medical experiment under the Act of 5 December 1996, on the professions of doctor and dentist (Journal of Laws of 2018, item 617, as amended)? (YES/NO) If YES, fill in section 4.
	Does the proposed research include applicable non-commercial clinical trial that must be registered in Centra Register of Clinical Trials (https://www.clinicaltrialsregister.eu/) under the Act of 6 September 2001 Pharmaceutical Law (Journal of Laws of 2017, item 2211, as amended) or the Act of 20 May 2010 on medical devices (Journal of Laws of 2017, item 211, as amended)? (YES/NO) If YES, please justify non-commercial aspect of your research and fill in section 4.
3.	Human cells/tissues
	Does your research involve human cells or tissues (other than specified in section 1) commercially available? (YES/NO)
	Does your research involve human cells or tissues obtained within the project or from another project, laboratory or institution (non-commercial)? (YES/NO)

	Does your research involve personal data processing? (YES/NO)				
	Does your research involve further processing of personal data from other sources outside the research entity? (YES/NO)				
5.	Animals				
	Does your research involve vertebrate animals or cephalopods? (YES/NO)				
	Does your research involve the use of animal biological specimens (e.g. blood, urine or others)? (YES/NO)				
	Does your research involve animal cells or tissues or cell lines commercially available? (YES/NO)				
6.	Scientific collaboration with countries outside the European Union				
	In case non-EU countries are involved, do the research-related activities undertaken in these countries raise potential ethics issues? (YES/NO)				
	Do you plan to use local human, cultural or natural resources (e.g. animal, human and/or fauna, human and/or animal genetic material, human remains, materials of historical value, endangered fauna or flora samples, etc.)? (YES/NO)				
	Do you plan to import or export any material from non-EU countries into the EU? (YES/NO) For data imports or exports, please fill in also section 4.				
	For imports or exports concerning human cells or tissues, fill in also section 3.				
	If your research involves low and/or lower middle income countries, are benefits-sharing measures foreseen? (YES/NO)				
	Could the situation in the country put the individuals taking part in the research at risk? (YES/NO)				
7.	Environment, Health and Safety (including genetically modified material)				
	Does your research involve the use of organisms and microorganisms, tissues or cells genetically modified (GMO, GMM)? (YES/NO)				
	For research involving animal experiments, please fill in also section 5. For research involving genetic modification of human material, please complete also section 1 or 3.				
	Does your research deal with endangered fauna and/or flora and/or protected areas? (YES/NO)				
	For research involving animal experiments, please fill in also section 5. Does your research involve the use of elements that may cause harm to humans, including research staff?				
	(YES/NO) For research involving human participants, please fill in also section 2.				
8.	Cultural heritage				
	Doe the second in the second of the second o				
	Does the research involve the usage of cultural heritage resources, such as humans, flora, fauna, their material remains, tangible and intangible cultural achievements or sites protected due to their cultural value? (YES/NO)				
9.	Abuse and dual use				
	Does your research involve use or generation of dual-use items in the sense of EU Regulation 428/2009 (e.g. pathogens, software, technologies) for which an authorisation is required? (YES/NO)				
	Does your research output have the potential for malevolent/criminal/terrorist abuse? (YES/NO)				
	tion of the measures taken to ensure that the research will be carried out in compliance with the rules of good c practice in the given field/discipline. Information on any permissions already issued or description of how the				

Description of the measures taken to ensure that the research will be carried out in compliance with the rules of good scientific practice in the given field/discipline. Information on any permissions already issued or description of how the relevant requirements will be fulfilled [in English] up to 10,000 characters.

In the case of research which include clinical trials with a medicinal product or a medical device, a justification for the non-commercial nature of the trials [in English] up to 2,500 characters.

I hereby declare that (tick the appropriate box):

- if any approvals, opinions or permits of competent authorities/committees are required for the research, I shall obtain them beforehand;
- I am aware of my obligation to provide the NCN with the approvals, opinions and permits required for the project with the reports;
- I am also aware that if a research project is carried out without the required approvals, opinions and permits, there is a possibility that it will not be settled and the funds will have to be reimbursed in their entirety or in part.

1	Number of team	members	Provide the number			
No	Nature of contribution to the project	Name	Scope of work [in English] and number of months of involvement in the project	Required professional qualifications [in English	Type of employment	Total salary
1.	Principal Investigator (PI)	Full name				
2.	Co-investigator	Co- Investigator_1	,			
3.	Co-investigator	Co- Investigator_2	2			
	•		•	•	•	Total salary cost

1.	PhD degree
	Is the Principal Investigator a PhD holder? (YES/NO) If YES: year of PhD award, academic branch in Polish and English, academic discipline in Polish and English, awarded by: entity's name in the original language [transcription to Latin], entity's name in English
2	Academic discipline
	The main academic discipline (according to the classification of the Ministry of Science and Higher Education) of the principal investigator (PI)
3.	One can enter up to two academic disciplines; if two academic disciplines are entered, specify the main discipline Personal information
	First name, second name, surname, previous surnames, academic degree/title, PESEL (if any), date of birth, citizenship, gender
4.	Contact information
	phone No., e-mail, electronic delivery box ESP (ePUAP) Correspondence concerning the proposal, including the funding decision, shall be sent to the Electronic Delivery Box address.
5.	Home address, correspondence address (if different from home address)
	street, street No., apartment No.: postcode, town/city, voivodeship, country:
6.	Researcher's electronic identifier
	Optional, ORCID system identifier (www.orcid.org)
7.	Employment
	entity's name and position in Polish, entity's name and position in English (employment by the applicant is required)
PRI	NCIPAL INVASTIGATOR ACADEMIC AND RESEARCH TRACK RECORD [in English]
1.	Academic and Research Career [in English]
	Information on academic and research career
	information on academic degrees/ titles: date degree/ title conferred, institution, discipline; academic career: start date – end date, institution, position
2.	Publication Record
	1-10 most important papers published or accepted for publication, with 1-3 of them attached as a PDF file.

	List of publications:				
	1. 2.				
	3.				
	4.				
	5.				
	6. 7. 8.				
	9. 10.				
	The following data should b	e provided:			
		publication language [with translation into English], journal, monograph title in the			
		e, year of publication, publisher, place of publication, volume/issue, pages, ISBN/ISSN,			
		NO), total number of citations without self-citations, publication status			
	(published/accepted for publication)	olication), DOI Number.			
3.	Information of research pro	icet management under NCN celle (in English)			
٥.	information of research pro	ect management under NCN calls [in English]			
	Enter research projects.				
		gator shall also be understood as management/coordination of a research team in			
		nded by the NCN (e.g. Era Net).			
		ource/s of funding: NCN, amount of funding, currency, entity's name, start date, end			
		n-going projects), list of the most important publications resulting from the project, ditor (i.e. published after the report has been submitted), if no papers have been			
	published - a brief description				
	publiched a brief decemption	of other recodification			
4.		oject management under domestic or international calls (other than NCN calls) [in			
	English]				
	Enter projects in which one	has acted as principal investigator and which:			
	- are or have been funded t				
		mestic or international calls and			
	- are not and have not beer	n funded from the operating support funds.			
	Acting as a principal investigator shall also be understood as management/coordination of a research team in				
	international projects or pro	grammes. ource/s of funding, amount of funding, currency, entity's name, start date, end date <i>(do</i>			
		projects), list of the most important publications resulting from the project, publications			
		apers have been published - a brief description of other research results			
		·			
5.	Most important research achievement related to the objective of the call [in English]				
	Description of the most imp	ortant research achievement related to the objective of the call			
6.	Research experience [in Er	nglish]			
_	Description including duration of stay, country, institution, type of stay				
7.	Prizes and awards [in English]				
	The most important national	l or international distinctions resulting from conducting scientific research and other			
	scientific activity	is of this material distributions researing from social acting esternation research and states			
	<u> </u>				
cos	TS				
	r direct costs				
	Name/ description [in English]				
1.	Category	1. Materials and small equipment			

	Justification and	
	calculation [in English]	
L		
	Total cost, without indirect	
	costs	
2	Category	2. Outsourced services
	Justification and	
	calculation [in English]	
	Total cost, without indirect	
	costs	
3.	Category	3. Business trips
		, and the second
	In exceptional and well	
	justified cases, costs of	
	business trips can be	
	planned. Detailed	
	justification and	
	calculation must be	
	provided [in English]	
	Total cost, without indirect	
	costs	
4	Category	4. Visits and consultations
	In exceptional and well	
	justified cases, costs of	
	individual visits of	
	external collaborators or	
	consultants closely	
	connected with the	
	research can be planned.	
	Detailed justification and	
	calculation must be	
<u></u>	provided [in English]	
	Total cost, without indirect	
	costs	
5	Category	5. Collective investigators
	Justification and	
	calculation [in English]	
	Total cost, without indirect	
	costs	
6.	Category	6. Other costs
L		
	Justification and	
	calculation [in English]	
	Total cost, without indirect	
	costs	

SUM	of all other direct costs	Sum of all 6 categories of total costs, without indirect costs	
TOT	AL COSTS		
		TOTAL	
Direc	ct costs, including:	Sum of personnel costs and other direct costs:	
- per	sonnel costs	Sum of all remunerations:	
- oth	er direct costs	Sum of all Other direct costs:	
Indir	ect costs	Up to 20% from Sum of personnel costs and other direct costs:	
Total	costs	Sum of all direct and indirect costs	
To be simila collec	ar materials. In these cases,	CN recognises that some projects will not generate, re-use or analyse research data and a short explanation is required as an answer to the question 1.1. How will new data be will existing data be re-used. Under each question, a text box for description (up to 1000)	
1.	Data description and coll	ection or re-use of existing data	
1.1	How will new data be collected	cted or produced and/or how will existing data be re-used?	
1.2	What data (for example the	e kinds, formats, and volumes) will be collected or produced?	
2.	Documentation and data	quality	
2.1	accompany data?		
2.2	What data quality control m		
3.	Storage and backup duri	·	
3.1	3		
3.2	-	protection of sensitive data be taken care of during the research process?	
4.	Legal requirements, code		
4.1	If personal data are proces ensured?	sed, how will compliance with legislation on personal data and on data security be	
4.2		, such as intellectual property rights and ownership, be managed?	
5.	Data sharing and long-te	rm preservation	
5.1	How and when will data be	shared ? Are there possible restrictions to data sharing or embargo reasons?	
5.2	repository or archive)?	ion be selected, and where will data be preserved long-term (for example a data	
5.3	What methods or software	tools will be needed to access and use the data?	
5.4	set be ensured?	a unique and persistent identifier (such us a Digital Object Identifier (DOI)) to each data	
6.	Data management respon		
6.1	Who (for example role, pos	sition, and institution) will be responsible for data management (i.e. the data steward)?	
6.2		ole financial and time) will be dedicated to data management and ensuring the data will ible, Interoperable, Re-usable)?	
EXP	ERTS - for the information	of NCN staff only	
Exte	rnal experts - potential cor	nflict of interest	
Indica	ate up to 3 people who, acco	ording to the PI, should not be involved in the evaluation of proposal due to a potential	

conflict of interest. Provide their names and affiliations. The final decision on the selected reviewers is taken by the NCN.
1. Names, surname, affiliation:
2. Names, surname, affiliation:

3. Names, surname, affiliation:

PERSONAL DATA PROTECTION

Acting pursuant to Article 13 (1) and (2) of the 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 (General Data Protection Regulation) (OJ L 2016, No 119, p.1), this is to inform all those applying for funding of a research project, scientific activity, fellowship or doctoral scholarship that:

- a) the National Science Centre ("NCN") with its registered office in Krakow at ul. Twardowskiego 16, 30-312 Kraków, is the controller of your personal data,
- b) the NCN's designated Data Protection Officer can be contacted via electronic mail at iod@ncn.gov.pl, by phone at +48 12 341 9113 or directly at the registered office of the data controller,
- c) the NCN shall process your personal data pursuant to Article 6 (1) (c) of the General Data Protection Regulation, in conjunction with Article 20 of the Act on the National Science Centre of 30 April 2010 (Journal of Laws of 2018, item 947, as amended),
- d) your personal data shall be processed for the purpose of:
- evaluation of the proposal for funding of a research project, scientific activity, fellowship or doctoral scholarship,
- supervision, financial and accounting operations, audits performed in the course of and after the completion of the research project, scientific activity, fellowship or doctoral scholarship, evaluation of implementation thereof and settlement of funding agreements, if funding is granted for the completion of a research project, scientific activity, fellowship or doctoral scholarship, and
- evaluating the NCN's own tasks, reporting, dissemination of the information on the NCN's calls for proposals throughout the scientific community, implementation of other activities regulated by generally applicable laws and for archiving purposes,
- e) your personal data shall be processed from the moment it has been collected for as long as it is necessary to achieve the purposes indicated in point d) and to pursue related claims, for the period required by generally applicable laws and for the period of storage as defined by the NCN's records management procedures and the Uniform File Classification System,
- f) provision of your personal data is a statutory requirement and without its disclosure the purposes described in point d) cannot be achieved,
- g) the recipients of your personal data may only be entities authorised to collect personal data pursuant to generally applicable laws and, to the extent specified in Article 31 of the Act on the National Science Centre of 30 April 2010 (Journal of Laws of 2018, item 947, as amended), individuals using the NCN's website.
- h) your personal data may be transferred for processing to third parties, such as the National Information Processing Institute with its registered office at al. Niepodległości 188b, 00-608 Warsaw. Such third parties process data based on personal data transfer contracts and are also bound to keep the data being processed confidential, i) you have the right to access your personal data, correct your personal data and restrict the processing of your personal data, and
- j) you have the right to lodge a complaint with the President of the Personal Data Protection Office if the General Data Protection Regulation is violated.

ADMINISTRATIVE DECLARATIONS

Declarations by the head of the entity/authorised representative

I hereby declare that:

- 1. the research tasks specified in this proposal are not and have not been funded from the NCN resources and/or from other sources:
- 2. should I apply for or receive funding of the research tasks specified in this proposal from another source than the
- a) in the event that funding is received from the NCN:
- I (or the principal investigator) shall resign from applying for funding from another source
- I shall resign from funding of research tasks allocated by the NCN Director or
- b) in the event that funding is received from another source:
- I shall resign from applying for funding in this call

or

- I (or the principal investigator) shall resign from accepting funding from another source.
- 3. I hereby declare that the principal investigator complies with the eligibility criteria of the call and has read the proposal, and should it be recommended for funding, he/she agrees to the project being implemented and the funding agreement signed.



- 4. should the proposal be recommended for funding, I represent that I have notified the principal investigator of the need to make the research results available to the public as soon as they are available.
- 5. should the research project be awarded funding, acting on behalf of the entity I represent, I shall:
- a) include the research project in the financial plan of the entity;
- b) employ the principal investigator and co-investigators necessary to conduct the research project in compliance with the proposal and terms of the call;
- c) employ the principal investigator for the project duration period pursuant to an employment contract;
- d) provide the conditions required for the completion of the research, including access to laboratory/office premises and research equipment required for the completion of the research;
- e) provide the project with administrative and accounting assistance;
- f) supervise the completion of the research project and proper disbursement of project monies;
- 6. should the proposal be recommended for funding, I agree to have the project abstract for the general public published on the National Science Centre's and National Information Processing Institute's websites alongside the information on the call's results.
- 7. I have read the rules according to which decisions of the NCN Director are delivered.
- 8. I agree to have the proposal verified using anti-plagiarism software and the contents of the proposal stored in the software database;
- 9. I have read the Code of the National Science Centre on Research Integrity and Applying for Research Funding and undertake to use it.
- 10. I hereby declare that the persons named in the proposal to perform research have disclosed their personal data to the extent necessary to submit this proposal and each of them has been provided with the notice on personal data protection and rules according to which the National Science Centre processes their personal data, included in this form pursuant to Article 14 (1) and (2) of the General Data Protection Regulation (OJ EU L 2016, No 119, p. 1) 11. I hereby declare that I am familiar with the state aid rules and project funding shall not constitute state aid for
- 11. I hereby declare that I am familiar with the state aid rules and project funding shall not constitute state aid for the entity referred to in Article 107 (1) of the Treaty on the Functioning of the European Union.
- 12. Due to the special nature and objective of this call, I am aware that the proposal submission deadline laid down in Article 25 (2) of the NCN Act has been shortened from 3 months to 16 days.

Electronic signature of the head of entity /authorised representative of the applicant in the PAdES format.

Prof. Dr hab. Małgorzata Kossowska President of the Council of the National Science Centre

The English version of this Resolution does not constitute a sworn translation and has been prepared as an auxiliary document for your convenience. In case of any doubts as to the interpretation of its provisions, the Polish version shall prevail.