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# Start programme (START)

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## START at Charles University grant agency

The Start program is a new program to support science at Charles University, which can be solved by students of the doctoral study program at Charles University. The program is implemented within the framework of this project: Improving the quality of internal grant schemes at universities

CZ.02.2.69 / 0.0 / 0.0 / 19\_073 / 0016935

### Guidelines for GAUK/START researchers

- Guideline videoseminar for **applicants**: [how to apply](#)
- [Methodology for main researchers](#) (after receiving grant support)
- Guideline videoseminar for **head researchers** for cost reimbursement [costs and forms](#)
- Indirect cost/services/**Invoice reimbursement** [form for invoice](#)
- Travel costs reimbursement [travel cost form](#)
- Request to pay of the advance from the project budget [advance](#)
- Conference fee reimbursement [Conference fee](#)

- A project proposal can be submitted by a doctoral student at Charles University during the standard study period.
- Other members of the research team can also be only doctoral students. (working capacity of the main researcher is 0.5)
- The maximum number of members of the research team is 5 doctoral students (including the main researcher).
- In addition to the research team, each project must also have the position of mentor - an expert from among the employees of Charles University, who professionally supports the team and its research, but is not part of it.
- Each team member who has a working capacity of 0.3 higher must complete an internship abroad..

### Basic conditions - Mentor

- Each team has its own mentor from among UK employees with a minimum Ph.D. (or equivalent).
- The mentor is not part of the team, nor does he evaluate the project, but professionally supervises its implementation.
- A mentor can be a person employed on a permanent basis, DPP, DPČ. It can also be a new UK employee.
- The mentor confirms the online activity report submitted solvers every month.

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More details on the competition conditions, the evaluation process and the course of implementation of successful proposals are contained in the Rector's Measure No. 19/2020 - Principles of the Start Program.

CUNI WEB START: <https://cuni.cz/UK-10538.html>

If you are interested in submitting a project, please contact the scientific activity department of PedF CUNI, or the project support department of RUK. Consultations on the preparation of project submission are provided by **Mgr. Lothar Filip Rudorfer** from the Department for Scientific Activities, tel: 221900213, e-mail: [filip.rudorfer@pedf.cuni.cz](mailto:filip.rudorfer@pedf.cuni.cz)

Note During the beginning of the new ak. year, an informative seminar is planned for doctoral students, mentors and applicants for projects within the OP START call.

### Budget FAQ:

- **Can I pay external consultants for the project's personal cost budget, eg in the form of DPČ, DPP?**
- Unfortunately, personal expenses for projects such as GAUK and START are a fixed item, which belongs only to the capital. researchers / solvers listed in the project proposal, it is therefore not possible to enter into an employment

relationship with an external person outside the project (or outside the persons of Charles University, who may appear in the project within the research team). It is not even possible to make a change, eg as adding another member of the research team.

- **Can also an international post-doc be a member of the research team?**
- Yes, provided that they are not the main researcher.
- **Can I have an external payment in the form of a service / invoice within the budget?**
- Yes, only if the given subject is a company / self-employed person, it is possible to draw from non-investment / material costs of the project budget. The entity must therefore issue an invoice for the service and you can report this in the annual report in the project.
- **Can I start drawing funds from the project before signing the contract?**
- No. The funding is monthly given to the research team and is subsequent monthly reports.
- **Who at the faculty is responsible for helping to solve the financial drawing of the project? Who to contact?**
- Iveta Knopová [iveta.knopova@pedf.cuni.cz](mailto:iveta.knopova@pedf.cuni.cz) is the faculty of the economic department for GAUK projects. Eva Moravcová [eva.moravcova@pedf.cuni.cz](mailto:eva.moravcova@pedf.cuni.cz) then for START projects
- **Can I buy devices from any company in terms of electronics (computers, tablets, etc.?)**
- No. it is necessary that hl. the waiter discussed with eco. Department of this type of drawing and filled out the form at <https://pozadavky.pedf.cuni.cz> , where he turns off the number of the center at PedF (assigned after consultation with Mrs. Knopová, Moravcová or head of the economy department Ms Kočová [ivana.kocova@pedf.cuni.cz](mailto:ivana.kocova@pedf.cuni.cz) ) and selected from the catalog of devices companies with which the faculty has an agreement.