Přihlášení do Webových aplikací UK

Číslo osoby / Login ?

Heslo

Login

To access the web application you must know Your Charles University personal number and password.

More information about how to acquire personal number or change password can be found here.

Menu ▶

Messageboard

Ubytovací a sociální stipendia
- Podávání žádostí o přiznání stipendia na výplatní období začínající měsícem začíná **21. 10. 2019**.
- Podrobnější informace k ubytovacím stipendiím jsou k dispozici na webové adrese http://www.cuni.cz/UK-4315.html.
- Podrobnější informace k sociálním stipendiím jsou k dispozici na webové adrese http://www.cuni.cz/UK-4316.html.
30.09.2019 00:01, Stipendia

Grantová agentura UK
- Došlo k vyhlášení výsledků Grantové agentury UK. Výsledky
- Informace k podávání přihlášek a žádostí v následujícím roce budou k dispozici po vydání příslušného opatření rektora.
- Podrobnější informace o Grantové agentuře UK jsou zveřejněny na webové adrese http://www.cuni.cz/UK-33.html.
12.03.2019 09:07, Grantová agentura

Erasmus
- Podrobnější informace o programu Erasmus jsou zveřejněny na webové adrese http://www.cuni.cz/UK-39.html.
25.03.2015 10:39, Erasmus

Webové aplikace Univerzity Karlovy ▾   Mail Favourites HelpDesk
Main page

Seznam dostupných aplikací

→ Ubytovací stipendia

→ Sociální stipendia

→ Erasmus

→ Charles University Grant Agency

→ HelpDesk

→ Thesis Database

→ Contact list (WhoIS)

→ Studenti pražských univerzit 1882–1939

→ Studijní přehledy

→ Konvertor dokumentů

K dispozici je seznam aplikací, ke kterým máte v systému přístup, resp. uživatelské oprávnění.

Charles University Grant Agency ▾   Mail Favourites HelpDesk
Main page » GAUK

GAUK

- Options
  - ○ Submit grant project proposal
  - ○ List of my projects
  - ○ User's manuals
  - ○ Rules of the Charles University Grant Agency (GAUK) [new window]

Charles University Grant Agency ▾   Mail Favourites HelpDesk
Main page » GAUK » Submit grant application - Language of application

Submit grant application - Language of application

←

Menu ▶

Project can be submitted in Czech, Slovak, or English. Only language for one proposal only.

Select the language of the application by clicking on the corresponding flag.

czech language   english language

Click here to submit application in in English.

Charles University Grant Agency ▾   Mail Favourites HelpDesk
Main page » GAUK » Submit grant application - Language of application » Create a grant project proposal - a declaration

Create a grant project proposal - a declaration

←

Menu ▶

I declare that I am the sole author of this proposal and as far as I know that its aims do not overlap with those of any other project financed by or submitted to the GA UK or any other grant agency. I am aware that any thematic similarity or link to an ending, ongoing or proposed project must be announced and explained under the heading "Explanation of linkage to other ongoing projects". I am aware that without the consent of the Project Leader the text of the project must not be shared with anyone outside the research team. *

OK

Submit grant application

text size

Conditions for submitting project

This entrance is only for applicants (= the project's principal researcher) who wishes to submit an application.
You can whenever save the unfinished proposal, log out and continue working when you log back in.

The application must be submitted before the deadline specified by your faculty. This deadline can be obtained from the Department of science and research of your faculty. Before submission to the faculty, all data entered will be automatically checked. In the case of errors, error messages will be displayed together with explanations or instructions how to resolve problems. All errors must be addressed before the deadline. Consult any technical problems via the Help Desk. With factual problems, turn to the department of science and research of your faculty. It is not possible to submit an application without passing this check.

- Fields marked by asterisks are mandatory and must be within the given limits for the number of characters.
- The length of the grant is entered in years of its presumed duration.
- The budget is compiled for the first year of the project. Only the estimated total sum of funds is indicated for each following year.
- The project must be researched as part of ongoing studies of the principal researcher. If the principal researcher studies multiple programmes, it is necessary to select under which study programme the proposed project is to be researched.
- Supervisors recommend projects personally over web application of GAUK. You can assign a supervisor to the project using the icon Assign employee as supervisor / co-researcher in the Research team section. The project can be submitted only after the supervisor's endorsement is entered, so do not hesitate with assigning a supervisor.
- Please check the value of the "Duration of project" field.
- Please check the setting "Section of departmental board" to which the project belongs; it should correspond with the focus of the project.
  - A condition for fulfilling the project is a publication accepted for print, which contains 1/ an acknowledgement of the Charles University Grant Agency project for which the publication is filed as an output; 2/ affiliation to the university and faculty under which the project was submitted. Publications without affiliation or/and acknowledgement will not be regarded as results of projects of the Charles University Grant Agency.
  - The publication (or a confirmation that it has been accepted for print) must be attached to the final report. In the case of the Medical section, it must be published in an impact journal.
  - Be specific in the annual report and include the manuscripts sent. Attach an abstract, poster or preliminary data to the attachment.

Project evaluation criteria [https://cuni.cz/UKEN-756.html]

After the project is submitted to the faculty, it will be checked and then forwarded for further processing. Your project will be assigned a review, who sill ask specialist reviewers for writing an "Assessment of a grant project proposal". Based on these proposals, the reviewer will either recommend or not recommend your project to the departmental board, which will then commit the proposal to the Charles University Grant Board and Rector's Board.

If uncertain, please contact poradnu.

CAUTION: Funds allocated to rewarding co-researchers are given in gross sums, i.e. including insurance and mandatory payments to the social fund! Project can be submitted in Czech, Slovak, or English. Only one language per one proposal.

Czech title of grant project *	[ ]
English title of project *	[ ]
Section of the departmental board and group to which the project belongs *	[▼] !
Duration of project *	[1 ▼] !
Workplace within which the project will be carried out *	[ ]
Study programme within which the project will be carried out *	○ Filozofická fakulta Programme: Blízkovýchodní studia Field: Blízkovýchodní studia Type of study programme: post-bachelor programme
Number of the project previously not accepted for funding	[ ] In case of a repeated submission of a project not accepted for funding under previous calls for proposals issued by the Grant Agency of Charles University.
Is it an interdisciplinary project?	☐ Reviewer will send the project, marked as interdisciplinary, to the experts of various specializations.
I accept the conditions stated above *	☐

OK

Detail of project

text size

Your incomplete grant project application has been filed. To submit the application, you have to fill in other information before the deadline specified by your faculty. Without this information, the application cannot be submitted. Before submitting, you can always return to the application to make changes.

For successfully submiting a grant project proposal, it is necessary to enter all required data and then click on the SUBMIT (■) button. By clicking the CHECK (⬇) button, you can always easily verify that all mandatory fields are filled in.

Supervisors have to recommends projects personally. You can assign a supervisor to the project using the icon ✚ in the Research team section. The project can be submitted only after the supervisor's endorsement is entered, so do not hesitate with assigning a supervisor to the project.

After the project is submitted to the faculty, it will be checked and then forwarded for further processing. A reviewer will be assigned to your project, who will ask expert reviewers to write an Reviews of grant project application. Based on their assessments, the review will either recommend or not recommend your project to the GA UK Department Boards, which will then present a proposal to the Charles University Grant Board and the Rector's Board.

- **A condition for fulfilling the project is a publication accepted for print, which contains 1/ an acknowledgement of the Charles University Grant Agency project for which the publication is filed as an output; 2/ affiliation to the university and faculty under which the project was submitted. Publications without affiliation or/and acknowledgement will not be regarded as results of projects of the Charles University Grant Agency.**
- **The publication (or a confirmation that it has been accepted for print) must be attached to the final report. In the case of the Medical section, it must be published in an impact journal.**
- **Be specific in the annual report and include the manuscripts sent. Attach an abstract, poster or preliminary data to the attachment.**

Project evaluation criteria [https://cuni.cz/UKEN-756.html]

Deadline for submitting application: 04. 11. 2019 ⟵ Faculty deadline!

for download: Student functionalities for applying for a new grant project

Research team | Financial requirements | Financial outlook for following years | Additional information | Attachments

Basic information about project No. 38120 ■ Submit application ☑ Check ✕ Cancel

Czech title of project:	testik1_An
English title of project:	test1_An
Current principal researcher:	Applicant - email
First applicant:	First Applicant
Study programme:	Filozofická fakulta Programme: Blízkovýchodní studia Field: Blízkovýchodní studia Type of study programme: post-bachelor programme Academic department / institute: Katedra Blízkého východu
Year of project inception:	2020
Duration of project:	3
Interdisciplinarity:	no
Workplace	FF
Departmental board section:	Social sciences - Theology, Philosophy, Law (TFP)
Status history:	08. 10. 2019 - new

Legend:
⊕ Assign employee as supervisor / co-researcher
← Back
☐ Edit
⊕ Assign student as co-researcher
☑ Check
✕ Cancel

⬅ Edit basic information

⊞ Reviewers – do not ask to review project   ➡ ⊕

In the application, you can specify up to three names of people you do not wish the review your project.

⊞ Research team   ➡ ☐⊕⊕

Supervisor's endorsement: endorsement not filed ⓘ

Personal number	Faculty	Role	Full name		Date since	Type of honorarium	Year 2020 ⓘ	Options
12345678	FF	Principal researcher	Name	(master's programme) ✉	08.10.2019	Scholarships	0	☐

Description of research team - year 2020:

☐⊕⊕

Charles University Grant Agency ▾   Mail Favourites HelpDesk   🔍 ⚙ ⏻

Main page » GAUK » Submit grant application - Language of application » Submit grant application » Detail of project » Assign student as co-researcher

Assign student as co-researcher

ⓘ The personal number can be found below the photograph on the student's card.

←

Personal number [   ] *

OK

Charles University Grant Agency ▾   Mail Favourites HelpDesk   🔍 ⚙ ⏻

Main page » GAUK » Submit grant application - Language of application » Submit grant application » Detail of project » Assign employee as supervisor / co-researcher

Assign employee as supervisor / co-researcher

ⓘ Enter the personal number of the co-researcher/supervisor. **You can find the personal number below the photograph on your employee's card.**

If you wish to add a student as a co-researcher, we recommend that you specify a stipend as the form of his or her remuneration. (To add a person as a co-researcher remunerated in the form of a stipend, click here .)

←

Personal number [   ] *

OK

Indicate the role and extent of participation of the principal researcher and co-researchers. Reason their involvement, and show contributions of each co-researcher, especially regarding specialists in a particular methodology or technology. It is compulsory to attach brief resumes of the principal researcher and the supervisor, including a list of max ten of his/her most important publications over the last five years. Insert resumes as attachments.

*At least 50 characters, no more than 25000 characters

Description of research team [   ]

OK

Edit research team

Valid limits of sums:
• salaries and other personal costs maximum of 20 thousands CZK per annum for the supervisor / co-researcher, max 40 thousand CZK per annum per grant,
• **salaries and other personal costs are entered as gross values, i.e. including insurance and mandatory payments to the social fund** ,
• stipend of 100 thousands CZK maximum per person (for all applications), 160 thousands CZK maximum per grant,
• stipend for the principal research of less than 80 thousands CZK,
• the sum of all salaries and stipends per person must not exceed 100 thousand CZK (for all grant proposals),
• the proportion of funds for stipends in the total sum of funds for stipends, salaries and other personal expenses must not exceed 60 %,
• totam sum for one grant (including insurance) must not exceed 300 thousand CZK.
• total sum in request for continuation must not exceed the sum in the outlook by more than.10 %
• supplementary costs must not exceed 15 % of direct costs of the project.

All sums are entered in thousands of CZK and rounded to whole thousands.

If you also require scholarships for a foreign trip, you must clearly specify the amount and justify it (indicate the length of stay in days, country of origin and other details).
In the commentary on the research team characteristic, it is advisable also to include information about the principal researcher.

You can place references to attachments into text fields. Place a reference to an attachment in the text by clicking on the icon (⬆) located next to the attachment. After clicking on the icon, a code corresponding to the selected attachment will be inserted in the text.

Personal number	Faculty	Role	Full name		Date since	Type of honorarium	Year 2020ⓘ	Options
12345678	FF	Principal researcher	Name	(master's programme) ✉	08.10.2019	Scholarships	0	🗋

Edit financial requirements

⬆ Financial requirements

🗋
Edit the structure of requested funds

Items	Year 2020
Other non-investment costs	-
Travel costs	-
Indirect costs	-
Personnel costs (salaries) and stipends	0
Total	0

Edit financial requirements

Valid limits of sums:
• the total sum requested as part of one grant (including insurance) must not exceed 300 thousand CZK.
• total sum of supplementary costs must not exceed 15 % of direct costs of the project.

Individual items of financial requirements need to be properly specified and justified.

All sums are entered in thousands of CZK and rounded to whole thousands.

You can place references to attachments into text fields. Place a reference to an attachment in the text by clicking on the icon (⬆) located next to the attachment. After clicking on the icon, a code corresponding to the selected attachment will be inserted in the text.

Financial requirements

Other non-investment costs *
`0`

Travel costs *
`0`

Within item "travel costs" is proposed costs for students (researchers and co-researchers in Mgr and PhD study). If student is employee of CU (also part time DPP and DPČ), please indicate travel (accommodation, travel costs, per diem and necessary secondary costs) within valid policies in item "travel costs". If student isn't employee of CU, proposed costs for travel and accommodation indicate in item "travel costs" and per diem should be indicated in item "scholarships". Reason amount of "scholarships", you need to indicated length of stay in days, country of stay and other possible details. For non-student members of group is possible to request travel costs just in very rare cases. In case of conference or workshop you need to indicate name and amount of conference fee. Condition for approval is active participation, f.e. presenting result of project. In case of scientific researchers stay its needed to reason and specify in very detail content of stay. (its not enough just "study in archives" or "lab experiments")

Substantiation of financial requirements for the project

Number of characters: 0
At least 50 characters, no more than 25000 characters

Send

⬆ Financial outlook for following years

🗋
Edit financial outloo

Item	Year 2021	Year 2022
Total finances	-	-

Charles University Grant Agency ▾   Mail Favourites HelpDesk

Financial outlook for the following years

Enter presumed sums of money for the following years of the project here. The sums must be entered in thousands of CZK and rounded to whole thousands.

• The amount indicated in the "Financial outlook for the year" can not be increased by more than 10 % in the request for continuation.
• The maximum sum per year of the project is 300 thousand CZK.

Financial outlook for the year *		thousand CZK
Financial outlook for the year *		thousand CZK

Submit

⬆ Additional information   [Edit]

Summary:

Current state of knowledge:

Explanation of relations with other projects addressed by the Supervisor or Principal Researcher:

Facilities at the project's disposal:

Project's research objectives:

Methods of research:

Presentation of results:

Edit additional information
⬅

> ℹ The text field can contain references to attachments already uploaded to the project.
> You can do this by clicking the icon (⬆). After you click it, a code referring to the selected attachment will be inserted into the text field.

Summary

Description of project, character and course of presumed research work
on the proposed project in the calendar year; possible outlook for following years.
*At least 500 characters, no more than 1500 characters

Number of characters: 0

Current state of knowledge

Indicate the current state of knowledge pertaining to the research topic in Czech Republic and abroad and cite to relevant sources. It is appropriate to also give the reason/motivation for choosing the given topic. It is also appropriate to state whether this is a new, previously unresearched topic, or if existing research is unknown. This chapter should be the introduction to the project goals.
*At least 50 characters, no more than 25000 characters

Number of characters: 0

Explanation of relationships between the project with other projects

List other projects that you and your project head are researching and they could touch similar issues/problems/theme. (include the numbers of the projects, their titles, and the name of the project head). If so, explain how they are related. This explanation is appropriate also, when project falls under a wider sphere of research being conducted at the workplace of the principal researcher or one of the co-researchers. Recommended is also indicate if and why similar research methods will be used for particular samples/materials studied for various GA UK projects.
This information is checked and its non-sharing can be considered as severe ethical failu.
*At least 50 characters, no more than 25000 characters

Number of characters: 0

Material resources for project

Indicate whether the entire project will be researched at the principal researcher's workplace, or if part of the project will be researched as part of a research stay in experimental infrastructure or through services. If this is experimental research, describe the necessary equipment.
*At least 50 characters, no more than 25000 characters

Number of characters: 0

Project's research objectives

Project goals should be realistic, specific and clearly formulated. They must be achievable within the proposed timeframe for the project.
*At least 50 characters, no more than 25000 characters

Number of characters: 0

Methods of research

Specify the research method and indicate all the methods which will be utilized during research. Indicate the schedule for individual years or stages of research. This is the application's main chapter and must be sufficiently detailed.
*At least 50 characters, no more than 25000 characters

Number of characters: 0

Presentation of results

Indicate how you expect to present the project results, especially in terms of publications. Research presentations (publications, patents, equipment, etc.) which are in accordance with the content of the project, contain an acknowledgment of the GA UK project. Principal researcher should at least be the co-author of the output and list the relevant faculty in their address (affiliation) may be considered project output. Publications which have been accepted to print may also be considered project output (it is necessary to attach the editor's confirmation of acceptance).
*At least 50 characters, no more than 25000 characters

Number of characters: 0

[OK]

⬆ Attachments   [Edit]
Without attachments

Charles University Grant Agency ▾

Main page » GAUK » Submit grant application - Language of application » Submit grant application » Detail of project » Attachments to grant project application

Mail | Favourites | HelpDesk

Attachments to grant project application

Files of the following types can be used as attachments: .pdf, .doc, .xls, .txt and .jpg.
The largest file size is 64 MB.

Information on opening attachments: If you cannot open an attachment directly, try saving it before opening it.

Name of attachments		*
Type of attachment	regular attachment ▾	*
	regular attachment	
	Principal researcher's CV	
File with attachment	Supervisor's CV	brán
	OK	

Without attachments.

Detail of project

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- Be specific in the annual report and include the manuscripts sent. Attach an abstract, poster or preliminary data to the attachment.

Project evaluation criteria [https://cuni.cz/UKEN-756.html]

Deadline for submitting application: 04. 11. 2019

for download: Student functionalities for applying for a new grant project

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Research team | Financial requirements | Financial outlook for following years | Additional information | Attachments

Basic information about project No. 38120   ▪ Submit application ♥ Check ✕ Cancel

Czech title of project:	testík1_An
English title of project:	test1_An

Legend:
➕ Assign employee as supervisor / co-researcher

Charles University Grant Agency ▾

Main page » GAUK » Submit grant application - Language of application » Submit grant application » Detail of project » List of projects

Mail (32) | Favourites | HelpDesk

List of projects

Number	Year	State of project	Title	Options
1732120	2020	submitted	testík1_An	☰ Detail of project