**Regulations of carrying out research projects by students and PhD students of the Medical University of Bialystok financed from the “Strategy of Excellence Project - the University of Research of the Future” within the framework of the program of the Polish Ministry of Science and Higher Education: “Strategy of Excellence - the University of Research”**

The Medical University of Bialystok sets out the following Regulations of carrying out research projects by students and PhD students of the Medical University of Bialystok financed from the “Strategy of Excellence Project - the University of Research of the Future” within the framework of the program of the Polish Ministry of Science and Higher Education: “Strategy of Excellence - the University of Research” at the Medical University of Bialystok:

**§ 1**

**Definitions**

Terms used in the Regulations have the following meaning:

1. **“Strategy of Excellence Project - the University of Research of the Future”** – project conducted by MUB within the framework of the program of the Polish Ministry of Science and Higher Education: “Strategy of Excellence - the University of Research” on the basis of the agreement no 0017/SDU/2018/18, aimed at improving the quality of education of students and PhD students of the Medical University of Bialystok, in particular in scientific disciplines related to priority research areas, bearing in mind the need to effectively compete to attract the most talented university candidates, also from abroad;
2. **Regulations** - Regulations of carrying out research projects by students and PhD students of the Medical University of Bialystok financed from the “Strategy of Excellence Project - the University of Research of the Future” within the framework of the program of the Polish Ministry of Science and Higher Education: “Strategy of Excellence - the University of Research” at the Medical University of Bialystok;
3. **Student** – a participant of the studies conducted at the Medical University of Bialystok;
4. **PhD student** – a participant of the PhD studies conducted at the Medical University of Bialystok;
5. **Principal Investigator** – a Student or PhD Student having a supervisor, who submitted a Research Project Proposal based on the hereby Regulations and received the acceptance from the Vice Rector for Scientific Affairs for carrying out the project;
6. **Project** – described in the **Research Project Proposal** research project related to priority research carried out on MUB in the fields including, i. a., genomics, proteomics, metabolomics, radiomics, bioinformatics aimed at preparation of preliminary large-scale and bioinformatic analyzes
7. **Research Project Proposal –** a proposal for funding a research project – attached as Appendix 1 to the hereby Regulations;
8. **Report** – a report on the implementation of the project – attached as Appendix 2 to the hereby Regulations;
9. **Relevant bioethics committee –** Bioethics Committee of the MUB or the Local Ethical Committee for Animal Experiments in Olsztyn;
10. **MUB** – Medical University of Bialystok;
11. **Vice Rector for Scientific Affairs** – Vice Rector for Scientific Affairs of the MUB;
12. **Student's supervisor** - an employee of the MUB with the degree of doctor, habilitated doctor or the title of professor responsible for the supervision and implementation of the project;
13. **PhD student’s supervisor** - an employee of the MUB acting as a supervisor or tutor of a PhD student at the MUB responsible for supervision and implementation of the project;
14. **Office for Science** – a team of administrative staff members of the MUB Office for Science handling the “Strategy of Excellence Project - the University of Research of the Future” within the framework of the program of the Polish Ministry of Science and Higher Education: “Strategy of Excellence - the University of Research”.

**§ 2**

**Authorized persons**

Persons authorized to carry out the research projects based on the hereby Regulations are MUB Students and PhD students.

**§ 3**

**Principles of submitting Research Project Proposals**

1. Acquiring funding for projects by Students and PhD students requires:
2. submission by the Student/PhD student of a Research Project Proposal on the appropriate form to the Office for Sciencebefore the deadline announced by the Vice-Rector for Science;
3. conducting a competition procedure for submitted applications, taking into account the following criteria:

♣ innovation of the proposed project (weighting - 60%);
♣ justification of the connection of the research project and the priority research carried out at MUB in the fields including, i. a., genomics, proteomics, metabolomics, radiomics, bioinformatics (preliminary large-scale and bioinformatics analyzes) (weighting - 10%);
♣ scientific achievement in his / her scientific career presented by the Student/PhD student of (weighting - 30%);

1. approval for the implementation by the Vice Rector for Scientific Affairs, based on the substantive and formal assessment of the Research Project Proposal.
2. The deadline for submitting research proposals is set by the Vice Rector for Scientific Affairs but it is not later than 20 January 2019.
3. The Vice Rector for Scientific Affairs informs the Students and PhD students about the open call for proposals by posting the information on the MUB website: http:// www.umb.edu.pl/
4. The Student/PhD student submits the Research Project Proposal to the Vice Rector for Scientific Affairs in two printed originals with all mandatory signatures, and sends an electronic version to the email address indicated in the call.
5. The Research Project Proposal is required to be signed by the head of the department, where the project will be carried out and by the Student’s/PhD student’s supervisor.
6. The Research Project Proposal shall be accompanied by mandatory approvals of the relevant bioethics committees with the provision that the deadline for providing the approval of the relevant bioethics committee is the date of starting the project funds. Failure to provide the approval of the relevant bioethics committee holds the funding.
7. The Vice Rector for Scientific Affairs accepts the project by signing the Research Project Proposal. The second original of the Research Project Proposal, signed by the Vice Rector for Scientific Affairs, will be handed over to the Student/PhD student – the Principal Investigator.

**§ 4**

**Project realization**

1. The Student/PhD student is allowed to conduct a maximum of two Projects as a Principal Investigator in the framework of “Strategy of Excellence Project - the University of Research of the Future”.
2. The Principal Investigator may include in the composition of the research team that will carry out the project, a maximum of 4 co-investigators:
3. The Student may include a maximum of 4 students,
4. The PhD student may include a maximum of 4 PhD students.
5. The project may be conducted until the end of 2019, however all the expenses must be incurred until 31.05.2019.
6. The budget for one project may not exceed the amount of:
7. 10 000 PLN for a Student’s Project,
8. 20 000 PLN for a PhD student’s Project.
9. Each Project expense is realized based on the current legislation and internal MUB procedures.
10. All purchases of supplies, external services and travel within the framework of the Project are processed by the MUB, based on the relevant procedures. Application form for purchasing of supplies, external services or travel from the Project funds should be submitted to the Office for Science in advance enabling the application to be completed on the appropriate form and should be signed by the Principal Investigator and the Principal Investigator’s Supervisor.
11. If the actual Project expenses are different from the Project expenses planned in the Project budget a justification signed by the Principal Investigator and the Principal Investigator’s Supervisor must be accepted by the Vice Rector for Scientific Affairs before the expense is realized.
12. Project expenses must be related to the realized Project
13. Project funds must not be used for remuneration of the Principal Investigator or other investigators in the Project.
14. The Principal Investigator and Principal Investigator’s Supervisor is responsible for timely and proper expenditure of the Project funds.
15. All data and planned Project expenses are verified and approved by the administrative project supervisor from the Office for Science.

**§ 5**

**Final project report**

1. The Principal Investigator is obliged to submit a final project report to the Vice Rector for Scientific Affairs by 31 January 2020.
2. The final project report should be submitted electronically in editable format (without mandatory signatures) to the email address provided in the report form and in one printed original (with mandatory signatures) to the Office for Science.
3. The final project reports are evaluated by the Vice Rector for Scientific Affairs.
4. The project is considered as concluded if the final project report is submitted to the Office for Science and accepted by the Vice Rector for Scientific Affairs. The condition for acceptance of the report is to provide:
5. confirmation of the presentation of the project results obtained at a national or international scientific conference, or
6. publication in a scientific journal or conference materials with high citation rates in the scientific disciplines.