

Foundation for Polish Science (FNP)

registered in Warsaw 02-611, ul. I. Krasickiego 20/22

European Funds for Smart Economy (FENG) programme

Grant Application

Call

1/2024

PRIME

Priority axis	Action
Innovation-Friendly Environment	PRIME

X/2024		
Grant application number	Date of grant application	Call number

GENERAL INFORMATION

The Application for the implementation of the Grant shall be filled in and submitted by the Applicant, i.e. the Research Organisation, in consultation with the members of the Project Team. The application should be submitted electronically using the FNP electronic system by registering at <https://wnioski2023.fnp.org.pl>. After logging into the system, select from the list of available calls the one relevant to FENG PRIME Action 2.6 and then proceed to filling in the Grant Application. Data in the electronic form should be filled in in English except for the fields which directly require the use of Polish. Annexes should be uploaded into the system using the appropriate template forms.

1. SECTION 1: INFORMATION ON THE GRANT

Subsection 1/3: Basic information on the Grant

Grant number	Generated by the system
Grant title in English	Max. 300 characters including spaces
Grant title in Polish	Max. 300 characters including spaces
Team: Scientific Leader	To be filled in by the Applicant.
Team: Business Leader	To be filled in by the Applicant.
Team: Technology Transfer Support	To be filled in by the Applicant.
Keywords in English	Max. 300 characters including spaces
Keywords in Polish	Max. 300 characters including spaces
Field and specialisation	Drop-down lists
Brief description in English	Max. 500 characters including spaces
Brief description of in Polish	Max. 500 characters including spaces
Grant start date	The Grant start date is generated automatically by the system.
Grant end date	The Grant end date is generated automatically by the system.
Place of implementation - NUTS2 region	Drop-down list
Postal code
City	Specify the locality
Street	Specify the street
Building number	Specify the building number
Unit number	Specify unit number (if applicable)
National Smart Specialisation area (NSS)	Drop-down list
National Smart Specialisation Section	Drop-down list
Justification for the choice of NSS Specialisation	Max. 500 characters including spaces

Subsection 2/3: Grant compliance with EU horizontal policies

Justification of compliance with the horizontal principles of equal opportunities and non-discrimination, including accessibility for	Max. 1000 characters including spaces
	To be filled in by the Applicant.

people with disabilities and equality between women and men	
Justification of the Grant's compliance with the Charter of Fundamental Rights (CFR)	Max. 1000 characters including spaces To be filled in by the Applicant.
Justification of the Grant's compliance with the Convention on the Rights of Persons with Disabilities (CRPD)	Max. 1000 characters including spaces To be filled in by the Applicant.

Subsection 3/3: Contact person for Grant assessment on behalf of the Applicant

Name	To be filled in by the Applicant
Surname	To be filled in by the Applicant
Academic degree	To be filled in by the Applicant
E-mail	To be filled in by the Applicant
Phone number	To be filled in by the Applicant

2. SECTION 2: APPLICANT

Subsection 1/1: Applicant - Research organisation

Institution name	Max. 500 characters including
TAX Number (NIP)	...
Legal form	Drop-down list
Form of ownership	Drop-down list
Country	Drop-down list (in accordance with Regulation of recruitment - Poland)
Postal code	...
City	...
Street	...
Building number	...
Premises number	...
E-mail	...
Phone number	...
Website	...
Other postal address	...
Postal code	...
City	...
Street	...
Building number	...

Premises number	...
E-mail	...
Phone number	...

3. SECTION 3: THE TEAM

Subsection 1/3: Scientific Leader

Names	...
Surname	...
Academic degree	...
Date of birth	...
Gender	Drop-down list
Nationality	Drop-down list
Polish citizenship	Yes or No
Country of residence	Drop-down list
E-mail for correspondence	...
Phone number	...
Research organisation	Maximum of 300 characters including spaces
Organisational Unit	Maximum of 300 characters including spaces
Narrative résumé	Maximum of 1500 characters including spaces
Why are you joining the PRIME Project?	Maximum of 500 characters including spaces

Subsection 2/3: Business Leader

Names	...
Surame	...
Academic degree	...
Date of birth	...
Gender	Drop-down list
Nationality	Drop-down list
Polish citizenship	Yes or No
Country of residence	Drop-down list
E-mail for correspondence	...
Phone number	...
Organisation	Maximum of 300 characters including spaces
Organisational Unit	Maximum of 300 characters including spaces
Narrative résumé	Maximum of 1500 characters including spaces
Why are you joining the PRIME Project?	Maximum of 500 characters including spaces

Subsection 3/3: Technology Transfer Support

Names	...
Surname	...
Academic degree	...
Date of birth	...
Gender	Drop-down list
Nationality	Drop-down list
Polish citizenship	Yes or No
Country of residence	Drop-down list
E-mail for correspondence	...
Phone number	...
Organisation	Maximum of 300 characters including spaces
Organisational Unit	Maximum of 300 characters including spaces
Narrative résumé	Maximum of 1500 characters including spaces
Why are you joining the PRIME Project?	Maximum of 500 characters including spaces

4. SECTION 4: SCIENTIFIC POTENTIAL

Commercialisation subject	Maximum of 500 characters including spaces
State of the art	Maximum of 2000 characters including spaces
Scientific basis of the commercialisation subject	Maximum of 2000 characters including spaces
Development stage of the subject of the Grant	Maximum of 3000 characters including spaces
Innovation of the solution	Maximum of 2000 characters including spaces
External resources required	Maximum of 1000 characters including spaces
Implementing risk analysis	Maximum of 1000 characters including spaces

5. SECTION 5: MARKET POTENTIAL

Problem solved within the Grant	Maximum of 1000 characters including spaces
Market competitive advantage	Maximum of 1000 characters including spaces
Characteristics of the model recipient	Maximum of 1000 characters including spaces
Proposed commercialisation strategy	Maximum of 2500 characters including spaces
Market risk analysis	Maximum of 1000 characters including spaces

6. SECTION 6: INTELLECTUAL PROPERTY

Contributed intellectual property (so-called Background IP)	Maximum of 2000 characters including spaces
Disclosure(s) analysis	Maximum of 1500 characters including spaces
Intellectual property protection strategy	Maximum of 1500 characters including spaces
Sources of funding for projects that led to the creation of Background IP	Maximum of 1000 characters including spaces
Constraints and possible obstacles to development/achievement of the objective	Maximum of 2000 characters including spaces
External intellectual assets required	Maximum of 2000 characters including spaces

7. SECTION 7: BUDGET AND TIMETABLE

Subsection 1/4: Grant budget

Grant implementation Period

Implementation Period

date automatically generated	To	date automatically generated
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Accounting Periods

Phase I		Phase II			
1 period	2 period	3 period	4 period	5 period	6 period
start of period 1 (date automatically generated)	start of period 2 (date automatically generated)	start of period 3 (date automatically generated)	start of period 4 (date automatically generated)	start of period 5 (date automatically generated)	start of period 6 (date automatically generated)
end of period 1 (date automatically generated)	end of period 2 (date automatically generated)	end of period 3 (date automatically generated)	end of period 4 (date automatically generated)	end of period 5 (date automatically generated)	end of period 6 (date automatically generated)

Grant budget

Unit rate value: PLN 117.00

Phase I			
	1 period	2 period	Total

1. Grant staff - number of unit rates	A	B	A+B
Total value. (number of unit rates x unit rate value)	A x 117.00 PLN	B x 117.00 PLN	(A+B) x 117.00 PLN

Phase II					
	3 Period	4 Period	5 Period	6 Period	Total
1. staff Grant - number of unit rates	C	D	E	F	C+D+E+F
Total value. (number of unit rates x unit rate value)	C x 117.00 PLN	D x 117.00 PLN	E x 117.00 PLN	F x 117.00 PLN	(C+D+E+F) x 117.00 PLN
2. Business Travel Costs	G	H	I	J	G+H+I+J

Budget summary by accounting Period

Phase I			
Total	1 Period	2 Period	Total
	value taken automatically from the System	value taken automatically from the System	value calculated automatically from the System

Phase II					
Total	3 period	4 period	5 period	6 period	Total
	value taken automatically from the System	value calculated automatically from the System			

Budget summary by phases

Total	Phase I	Phase II	Total
	value taken automatically from the System	value taken automatically from the System	value calculated automatically from the System

Subsection 2/4: Schedule of tasks

Period 1

Tasks of the Scientific Leader	<i>Maximum of 500 characters including spaces</i>
Tasks of the Business Leader	<i>Maximum of 500 characters including spaces</i>
Tasks of the Technology Transfer Support	<i>Maximum of 500 characters including spaces</i>

+ add another table for the following accounting Periods

Subsection 3/4: Milestones

Milestone Phase I	<i>Maximum of 700 characters including spaces</i> <i>To be filled in by the Applicant</i>
Milestone Phase II	<i>Maximum of 700 characters including spaces</i> <i>To be filled in by the Applicant</i>

Subsection 4/4: Indicators

Unit rates	<i>To be filled in by the Applicant</i>
Number of market interviews	<i>To be filled in by the Applicant</i>
Number of mentoring sessions	<i>To be filled in by the Applicant</i>

8. SECTION 8: ANNEXES AND DECLARATIONS

Subsection 1/5: Mandatory annexes

Declaration of the Scientific Leader	<i>Mandatory annex according to the template: "Declaration of the Scientific Leader".</i>
Declaration of the Business Leader	<i>Mandatory annex according to the template: "Declaration of the Business Leader".</i>
Declaration of the Technology Transfer Support	<i>Mandatory annex according to the template: "Declaration of the Technology Transfer Support".</i>
Applicant's declaration that they have access to the intellectual property necessary for the implementation of the Grant and the commercialisation strategy, and that they are willing to implement the commercialisation strategy defined by the Team	<i>Mandatory annex according to the template "Applicant's declaration on access to intellectual assets necessary for the implementation of the Grant and commercialisation strategy and willingness to implement the commercialisation strategy defined by the Team"</i>

Subsection 2/5: Conditional annexes

<p>A statement by the Applicant on meeting the criteria of a research and dissemination organisation.</p>	<p>Conditional annex according to the template ""Statement on meeting the criteria of a research and dissemination organisation".</p>
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Subsection 3/5 : Applicant's mandatory declaration

<p>I declare that the objective of the Grant for Phase I is to improve the competence of the Team, and for Phase II to verify the market potential of the commercialisation subject and to implement the commercialisation strategy.</p>	<p>Mark Yes. (the only option to select)</p>
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Subsection 4/5 : Selection of assessment panel

<p>Declaration of assignment of the Grant Application to an expert thematic panel in the assessment process in view of the Grant's thematic affiliation area</p>	<p>Drop-down list.</p>
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Subsection 5/5: Information clause

Data Controller

The administrator of the personal data of all individuals participating in the submission process for Grant Applications under the PRIME Project and the implementation of the Grant based on the submitted Grant Application (including applicants, participants, external entities, as well as those indicated in the Grant Application), as well as individuals authorized for ongoing communication in connection with the implementation of the Grant Agreement, which is processed for the purpose of their participation in the application process for support and the potential subsequent implementation of the Grant, is the Foundation for Polish Science (Fundacja na rzecz Nauki Polskiej), with its registered office in Warsaw, at Ignacego Krasickiego Street 20/22, 02-611 Warsaw, entered in the register of associations, other social and professional organizations, foundations, and independent public healthcare institutions, maintained by the District Court for the capital city of Warsaw, XIII Commercial Division of the National Court Register under the number KRS 0000109744,

NIP 5260311952, REGON 012001533. The Controller processes all personal data listed in the Project funding application and other personal data indicated in the application documentation.

Data Protection Officer (DPO)

The Administrator has appointed a Data Protection Officer (DPO). You can contact the DPO in all matters concerning the processing of personal data via email at iodo@fnp.org.pl or by sending correspondence to the Administrator's registered address.

Purpose, Legal Basis and Duration of Processing

Personal data are processed for the purpose of grants' selection and implementing a grant funded by the European Union, based on the provisions of the Act of April 28, 2022, on the principles of implementing tasks financed from European funds for the 2021–2027 financial perspective, specifically for the purpose of evaluation and selection of the application for funding.

If funding is granted, data are processed for the purpose of:

entering into an agreement for the implementation of a grant,

its monitoring, evaluation, control, and audit of the Grant,

the assessment of informational and promotional activities,

the approval of reports and statements concerning the Grant, as well as its evaluation and financial settlement,

where applicable, the establishment, investigation, or defense of claims.

Personal data has been obtained from the Applicant, who completed the funding application in the FNP system, or it may be sourced from publicly available registers. The legal basis for the processing of personal data by the Administrator is the fulfillment of legal obligations and the performance of tasks carried out in the public interest or the exercise of public authority entrusted to the administrator. Providing personal data is a legal requirement, and failure to do so may result in a negative evaluation of the application or non-conclusion of the funding agreement.

Personal data will be processed in accordance with the regulations on the national archival resource and archives until the completion of all tasks related to the implementation and settlement of FENG 2021-2027, subject to laws that may provide for a longer period for conducting audits, as well as regulations concerning state aid, de minimis aid, and VAT.

Recipients of Personal Data

Personal data may be disclosed to the following categories of recipients: public authorities and entities performing public tasks or acting on behalf of public authorities, specifically: the European Funds Ombudsman; experts, mentors, reviewers – including those outside the European Union; the Audit Institution, European Union institutions, or entities to which the EU has delegated tasks related to the implementation of FENG 2021-2027, within the scope and for the purposes resulting from legal provisions; entities providing services necessary for FNP to carry out its tasks, including IT partners, entities providing technical or organizational support (these entities process data based on agreements with the Administrator and only in accordance with its instructions).

Personal data will be transferred to OXENTIA Limited, based in Thame (UK), which is a joint controller of personal data related to the Grant Personnel. The Administrator and OXENTIA Limited have concluded an agreement dated 12 November 2024 on joint controllership of personal data in order to implement the Project Partnership Agreement. The Administrator and OXENTIA Limited jointly conduct the Project, jointly determine the purposes and means of processing concerning the processing activities specified in the processing activity records, and are thus joint controllers under Article 26(1) of the GDPR.

The subject of joint administration includes the following personal data:

project personnel on the side of FNP (first name, last name, contact details),

project personnel on the side of grant recipients (data processed in the Wnioski 2023 system),

project personnel on the side of OXENTIA (first name, last name, contact details),

entrepreneurs (first name, last name, contact details),

external experts (first name, last name, contact details).

The joint controllers ensure that, in accordance with Article 24 of the GDPR, they have implemented technical and organizational measures aimed at ensuring and demonstrating the compliance of personal data processing with GDPR and UODO regulations, as well as applying security measures meeting GDPR requirements and subjecting them to reviews and updates. The data subject may exercise their rights under GDPR towards any of the joint controllers, according to their own choice. The joint controllers designate a single contact point for all requests related to personal data from the data subjects, namely: in the case of traditional postal contact, by sending a letter to: Foundation for Polish Science, I. Krasickiego Street 20/22, 02-611 Warsaw, and in the case of email contact, by sending an email to: iodo@fnp.org.pl .

Rights of Data Subjects

At any stage of FNP's processing of personal data, you have the right to:

Access your data, including obtaining information on the scope of data we process and obtaining a copy of this data;

Modify and correct your data if there are no other legal objections to limiting its processing;

Completely delete your data ("right to be forgotten"), if there are no other legal objections;

Not be subject to automated decisions based on profiling;

Object to the processing of personal data if there are no other legal objections;

Restrict the processing of your data, if there are no other legal objections;

Transfer data to another Data Controller if the data are processed based on consent or a contract;

File a complaint with the President of the Personal Data Protection Office for improper data processing;

Withdraw consent at any time without affecting the lawfulness of processing carried out based on consent before its withdrawal (if the processing is based on consent).

Detailed information on how to exercise your rights can be found on the FNP website (www.fnp.org.pl), under the "Personal Data Protection" section.

By proceeding to edit the application, I declare that the individuals whose data are included in this form have been informed of this fact by providing information on the protection of personal data, as indicated in the above information clause.

9. SECTION 9: VERIFICATION AND CLOSURE OF THE APPLICATION

Subsection 1/3: Verification and closure of the application

The system automatically checks the Application against the required fields and annexes. Any errors or omissions are displayed with an indication of the section in which the correct data should be filled in. Correct verification involves activation of the "End data edit" button. After the button has been used, it will not be possible to make any further changes to the application.

Subsection 2/3: Generating and downloading an application

Download an Application

Button to generate the application and download it as a .pdf file The downloaded

*application must be signed using a qualified
electronic signature.*

Subsection 3/3: Attachment of signed application

To properly submit an Application, attach the signed, pre-generated with the closing date application in .pdf format and then use the "Submit Application" button. The system will inform you that the Application has been submitted correctly and send information to the -mail addresses indicated in the Application.