



Annex 1: Project evaluation procedure

1. Checking of formal criteria

1a Performed by: authorised employee of the Department of Research and Development, the respective Vice-Dean

In case of failure to meet the formal criteria set forth by the Principles of Internal Grant Competition of UCT Prague - IGRA@UCTP, Articles 2 through 4, and its call, the project checked by the authorised employee of the Department of Research and Development and the Vice-Dean for Science and Research of the faculty where the applicant is enrolled, is excluded.

1b Comparison with IGA 2021/2022 projects, checking of the planned participation in foreign mobility, checking of inter-faculty projects

Performed by: respective Vice-Dean, in case of an inter-faculty project the respective Vice-Deans

A project is excluded if:

- it overlaps with an IGA 2021 project,
- the project proposal does not include planned participation in foreign mobility.

2. Evaluation by evaluators

Performed by: evaluators, two per each project

Each evaluator may assign to the project 0 to 50 points. The points received from both evaluators are added up.

3. Creation of a list of projects in the order of allocated points

Performed by: members of the evaluation panel

The points received from both evaluators are added up and the evaluation panel, taking into account the reviews, issues a preliminary order of the projects.

Based on the preliminary order of the projects, such number of projects is selected so that their total financial requirements do not exceed CZK 50 million. Then the members of the evaluation panel evaluate the projects at a closed meeting, assigning 0 – 50 points to each project.

4. Proposal for awarding a project

Performed by: members of the evaluation panel

Based on the sum of points from evaluators and from the members of the evaluation panel, a list of projects will be created and proposed to the Rector to decide on awarding the support.



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5. Publishing of reviews

Regarding all assessed projects, the reviews by evaluators will be made available to the respective applicants.