

**Extract from the provisions of the**  
***"Regulations for granting research scholarships by the Anneliese and***  
***Mieczysław Koćwin Foundation"***  
**in force from December 28, 2017:**

**Art. 3. Rules for participation in the Competition**

1. Scholarships are awarded for financing research projects on a competitive basis. Projects that are implemented in accordance with the principles of the methodology of sciences, in the fields of humanities and social sciences in Switzerland, in Swiss universities, higher education institutions or research institutes will be financed.
2. Only natural persons who are over 21 but not older than 35 years old at the moment of granting the Scholarship can be the scholarship holders.
3. Should the research results be published, publication thereof is permitted in English, German, French or Polish.
4. The scholarship may be granted to the Scholarship holder only once. The scholarship is granted for the stay in Switzerland during the implementation of the research project.
5. The funding period under which the Scholarship is awarded and paid is a maximum of 12 (twelve) months. It begins on the day of the Scholarship Agreement conclusion.

**Art. 4. Competition for research scholarships**

1. The Competition for research scholarships, hereinafter referred to as "the Competition", consists of three stages. In the first stage there is the recruitment of Candidates, in the second stage - the selection of the Finalists and in the third stage, the Scholarship Holder or Holders are selected.

## 2. The first stage - recruitment of Candidates

a) The first stage begins with the announcement about the start of the recruitment process for the Candidates for the Competition, hereinafter referred to as the "Candidates". The announcement about the Competition takes place in a manner customarily adopted in science and through available media, in particular via the Internet, as well as on the Foundation's website.

b) Candidates who meet the criteria for participation in the Competition submit within the period of 60 days from the date indicated in the Competition announcement, the Application for the scholarship, hereinafter referred to as the "Application". The Candidates send the completed Application form together with the requested annexes in the traditional form (printout sent by post) to the address indicated in the Competition announcement. At the same time, the Candidates send an e-mail containing the scanned Application form together with the attachments. The e-mail address of the recipient of the documents is indicated on the Foundation's website and in the announcement about the Competition. Applications submitted after the deadline for submission of applications shall not be processed. The date of the postmark is the date of submitting the application.

c) The first part of the Application should include:

- the Applicant's – the Candidate's details;
- his / her education;
- scientific specialty;
- if applicable – the place of employment.

The second part of the Application should contain data on the research project. The Application form constitutes an annex to the regulations.

d) The following should be enclosed with the application:

- the Candidate's curriculum vitae;
- the opinion of the scientific tutor;
- if applicable - a list of the most important scientific publications reflecting the Candidate's scientific achievements.

The Candidates shall permit the processing of their personal data by the Foundation for purposes related to the organization and execution of the Competition.

e) Each Candidate may submit only one application for one project in a given Competition. Double funding of the project by the Foundation and from other sources of financing is not permitted.

### 3. The second stage - the selection of the Finalists

a) Within eight weeks after the end of the recruitment for the Competition, the Commission evaluates the Applications. The Applications are evaluated in accordance with the assumptions for granting scholarships as determined in these Regulations and the statutory objectives of the Foundation. The Members of the Commission prepare a list of Candidates selected from among the submitted Applications for the next stage of the Competition, hereinafter referred to as the "Finalists".

b) Members of the Commission send a list of Finalists to the Foundation Council.

### 4. The third stage - selection of Scholarship holders

a) Within four weeks after receiving the list of Finalists, the Foundation Council selects one or several Scholarship holders from among the Finalists. The right to interview is reserved.

b) The decision on granting scholarships is made by way of a resolution adopted by a simple majority of votes. In the case of equal distribution of votes, the President of the Foundation Council shall have the casting vote. A report on voting by Foundation Council and its results is drawn up and signed by the members of the Foundation Council and the recording clerk.

c) The Foundation Council informs the Scholarship holders about the granting of scholarships in the traditional form (by post) and by e-mail. The list of scholarship holders is made public, also on the Foundation website.

d) Finalists whose applications have not received funding receive an e-mail. They can participate in the next Competitions.

## **Art. 5. Science and research scholarships**

1. The Foundation Council, decides on the number, amount and duration of scholarships in a given Competition by way of a resolution adopted by a simple majority of votes. In the case of equal distribution of votes, the President of the Foundation Council shall have the casting vote. The resolution of the Foundation Council constitutes the basis for the announcement of the start of the recruitment of Candidates for the Competition.

2. Scholarships are paid to Scholarship holders from the Foundation's funds. Scholarships are paid on the basis of a scholarship Agreement. The scholarship agreement is concluded by the Foundation Council with the Scholarship Holder. In the scholarship Agreement, the Scholarship holder undertakes to implement a funded research project. The scholarship Agreement should regulate in particular: details of the implementation of the research project as well as the principles of payment and settlement of the Scholarship.

3. Implementation of the financed project should be completed no later than two years after the Scholarship holder starts receiving the scholarship. After the project is finished, the Scholarship holder submits a report to the Commission. The deadline for its submission is specified in the scholarship Agreement. The report form is an annex to the Regulations. Should the project results be published, the Scholarship holders are required to provide information about the source of funding by the Foundation.

4. If the Scholarship Holder fails to implement the project on time, the Scholarship Holder is obliged to apply to the Commission for extension of the project implementation period, where they should inform about the reasons for the delay. The deadline for submitting a possible application is specified in the Scholarship Agreement. The application form is attached as an annex to the Regulations. The Commission agrees to extend the project implementation period on the basis of the application and explanations of the Scholarship holder about the reasons for the delay. Should the consent to the extension of the project implementation period not be given, the Commission submits the Scholarship application to the Foundation Council for the final decision regarding the extension of the project to be made.

5. In case of failure to implement the project after the expiration of the extended deadline for its implementation, the Foundation Council may request the Scholarship holder to return the Scholarship in part, or in particularly gross cases in full, in accordance with the provisions of the scholarship Agreement.