

**Rules of the call for post-doctoral interns incoming to the Centre of Excellence
in Astrophysics and Astrochemistry at the Nicolaus Copernicus University in Toruń**

Article 1

1. The call is organised at the Centre of Excellence in Astrophysics and Astrochemistry, hereinafter referred to as the "AstroChem" at the Nicolaus Copernicus University in Toruń hereinafter referred to as the "University".
2. The objective of the call is to internationalise scientific research and teaching provided at the University through the implementation of post-doctoral internships for young scientists from abroad.

Article 2

1. The call is open to persons who have been awarded a doctoral degree by a foreign scientific institution within a period of up to 5 years before submitting an application.
2. In justified cases, a person who has been subject to the procedure for the award of a doctoral degree before submitting an application may take part in the call.

Article 3

1. The visits financed from the funds obtained under the call shall last from 6 to 12 months.
2. The budget of the visit shall include 15000 PLN for the first month and 10000 PLN gross salary for each subsequent month. In justified cases, upon approval of the UMK Rector the implementation cost might be increased.

Article 4

1. The call for proposal is continuous, until (31 Dec 2024), or until the funds allocated for this purpose in the IDUB programme have been exhausted.
2. Applications for subsequent editions of the call, in accordance with the template attached as the annex to these Rules, must be sent via email to astrochem@umk.pl.
3. A submission in English must include the following information:
 - 1) curriculum vitae in which the applicant describes their scientific activities, awarded degrees and titles, employment record, internships and scientific scholarships, membership of scientific societies and organisations - maximum 3 pages; if applicable, please include also the list of scientific projects which have been completed or are being implemented, including information on the source of funding, and the role of the Applicant in the project (principal investigator or contractor);
 - 2) list of up to 10 most important publications;
 - 3) confirmation of the invitation (scan) from the member of the AstroChem which shall host the Applicant;
 - 4) research proposal - description of scientific activities that the Applicant plans to undertake during their in-coming visit, goals, relevance for the discipline - maximum 3 pages.

- 5) a reference letter from senior faculty member (eg. PhD advisor, current supervisor)
4. By submitting the application, the Applicant accepts the Rules of the call.

Article 5

1. Applications shall be evaluated with regard to their formal and substantive aspects by Scientific Council of AstroChem, hereinafter referred to as the “SCA”. The evaluation of applications will be performed no later than two months after the submission.
2. Applications that do not meet formal requirements shall not be submitted for further substantive assessment. Where justified, the Applicant may be requested to complete the application within 7 days.
3. The substantive assessment shall include:
 - 1) assessment of the scientific profile of the Applicant;
 4. assessment of the proposal submitted by the Applicant, taking into account the impact the mobility will have on the development of the unit of the University hosting the Applicant.
 5. SCA give recommendation for the award of funding by voting. The list of the laureates shall be announced at <https://astrochem.umk.pl/en/> .
 6. Decisions on the award of funding along with the proposal evaluation report shall be delivered by e-mail to the address from which the Applicant's submission to the call was sent.
 7. The decision of the SCA shall be subject to the motion for reconsideration of the proposal filed in writing within one week from the date of its delivery to astrochem@umk.pl. Only the breach of the rules of the call procedure may constitute the grounds for the said motion.
 8. The decision of the SCA following the motion for reconsideration shall be final.

Article 6

1. The visit must be completed within 18 months of the receipt of the funds for its implementation. Extending the deadline referred to in the first sentence shall result in the loss of the funds in proportion to the period of extension.
2. The SCA shall settle the awarded funds following the completion of the visit on the basis of:
 - 1) the report on the implementation of the visit submitted by the Applicant (according to the template available on the website of the project);
 - 2) the assessment of the implementation of the visit provided by the unit of the University hosting the Applicant.
3. Both documents shall be completed in English and submitted to the SCA no later than 2 weeks following the completion of the visit. In the event of a negative assessment of the implementation of the visit, the SCA may require the Applicant to return all or part of the funds referred to in art.3.2.

Article 7

1. In matters not regulated by these Rules, the provisions of order No. 29 of the NCU Rector of 9 March 2020 on the award of the NCU grants to researchers from abroad at the Nicolaus

Copernicus University in Toruń shall apply accordingly (Biuletyn Prawny UMK of 2020, item 77).

2. Queries regarding the project can be sent to the address: astrochem@umk.pl.