

Appendix II - How to fund your research?

There are a number of ways to raise money to conduct your research and other study-related activities. Please keep in mind that obtaining a grant is never an easy job, but it does not cost anything to try. So, you are recommended to try everything that relates to your research area. Below you may find an overview of some of the options.

Specific University Research (SVV)

What is SVV?

Support from faculty funds for specific research carried out by students in the course of accredited doctoral or master's degree programmes that are directly related to the student's educational objectives.

The SVV can be used for

- **Publications:** students enrolled in SVV receive a financial reward for results published in a given year (all results are counted, including, for example, book reviews)
- **Conferences:** the necessary travel, accommodation and conference fees for the student to present their research as an active speaker with a conference paper at a conference or a poster presentation in a poster session of a conference
- **Seasonal Doctoral Schools:** students can apply to SVV to participate in Seasonal Doctoral Schools.

Who can apply?

SVV is for all master's and doctoral students who apply for it in time.

When?

At the beginning of each calendar year, the science coordinator, Mgr. Anna Shavit, PhD, opens the call for applications for SVV and announces the deadline and requirements for submitting an application. All PhD students can respond to the call. Students are obliged to submit an application describing the expected outcomes of the activities for which they want to draw funds from SVV.

Please note that receiving SVV funds cannot be counted as the fulfilment of the responsibility of the 'grant-seeking activities'.

Charles University Grant Agency (GA UK)

What is GA UK?

GA UK is the internal grant agency of Charles University. It distributes funds for research activities to Charles University students in doctoral and master's degree programmes. For doctoral students, this is one of the most important means of obtaining funding for their research. Although the average success rate in obtaining a grant is around 30%, grants are not impossible to obtain. Applications must be submitted by the dates established by a Rector's measure using the GA UK web application, which is one of the Charles University Web Applications (<https://is.cuni.cz/webapps>).

Who can apply?

All master's and doctoral students studying at Charles University can apply for a GA UK grant.

How to do it?

Visit the [Charles University Web Applications](#), find the link to the GA UK, and create a new project. The web application will guide you through the process in a friendly way. It is possible to work on a project grant application continuously until you confirm its submission. Your progress may be saved on an ongoing basis (be sure to save the project before logging out!).

What can the funds be used for?

For all expenses related to the implementation of an approved project, including the purchase of literature, travel expenses, participation in conferences, and services (e.g., preparation of transcripts of interviews, research assignment, etc.). Small investments into equipment or software are also allowed.

Basic rules:

- Submission of a project requires the consent of the student's supervisor. Supervisors from outside of Charles University must obtain access to the web application through the Charles University Authentication Service, <https://ldap1.cuni.cz/doc/about>.
- Media Studies has its own section: "Social sciences - Philology, media studies (FG)".
- At least half of the members of a research team must be doctoral or master's degree students. One student can be listed on a maximum of three projects submitted to the competition and can be a principal researcher on only one project (others can participate in the role of co-researcher).

- The maximum amount of project funds that can be obtained is 360,000 CZK. Funds for scholarships may amount to a maximum of 160,000 CZK per project, of which no more than 80,000 CZK may be allotted to the principal researcher. The funds required must be carefully estimated and justified (see financial requirements).
- Non-investment costs may include, for example, materials, small tangible assets, services, and fees, e.g., conference expenses. Funds may not be used for large investments, e.g. computer hardware costing more than 40,000 CZK or software costing more than 60,000 CZK. Furthermore, it is not allowed to request funds for payment of postage, telephones, rewards for respondents of research (respondents may be paid only in the form of services), courses, and training.
- The application calculates the faculty's indirect costs automatically. Those costs are currently 19% according to the current Dean's Provision.
- Only travel directly connected to the project is reimbursed. Long-term internships and courses will not be covered.
- Travel expenses for academic and scientific staff can be covered only in exceptional cases.
- The accompanying text in the form remains in Czech; however, the edited text can also be inserted in Czech and English or Slovak.
- When submitting a project, the applicant must state the expected overall requirements for future years of the project (year-on-year change should not exceed 10%). The amount requested must include all budget items for the first year of the project.
- The principal researcher's curriculum vitae must mention: a) participation in university science competitions; and b) presentations of results at conferences, publications, and involvement in implementing tasks on other projects.
- In addition to the brief curriculum vitae of the principal researcher (see above), the project application also requires a list of the ten most important publications by the project supervisor or the academic worker who is listed as a supervisor.
- When submitting the application, the applicant must acknowledge that any publication of the results of the project must be dedicated to and give credit to the GAUK for funding it. All publications of results must be attached to the final report of the project.

- In one calendar year, the GAUK can provide no more 60,000 CZK in salary and CZK 100,000 in scholarships to any one person. For any one person, the total of salaries and scholarships may not exceed 100,000 CZK per year.
- It is preferable that only those students who will not finish their studies during the course of the project or in the period prior to the announcement of the announcements of the grant competition (usually at the turn of March and April) submit applications

Czech Science Foundation (GA ČR)

What is GA ČR?

An independent state institution supporting basic scientific research in the Czech Republic. It provides financial support for scientific projects both for experienced scientists and their teams and for early-stage scholars. It also finances bilateral projects and projects of European international programmes. Around 3,000 applicants apply for grants from the GA ČR annually, of whom roughly one-quarter receive a grant.

For detailed information, including contacts, see <http://www.gacr.cz>

Who is it for?

PhD students may receive support, but it is more commonly granted to larger research teams and especially for more expensive research than that funded by GA UK. If you are interested in applying to the GA ČR for a grant, we recommend consulting with the Science Coordinator, [Mgr. Anna Shavit, PhD.](#)

Other Funding Possibilities

There are, of course, other options for obtaining grants. Support for research can be obtained from European Union funds. There are also calls for proposals from various foundations for research in the field of media education and other applications of knowledge in the field. For example, the [Technology Agency of the Czech Republic](#), TA ČR (a "sister" of the GA ČR for applied research), offers grants. All these options are beyond the scope of this manual.

Important information on sources of funding can be provided by:

Science Department FSS CU

<https://fsv.cuni.cz/en/about/deans-office/research-office>

Department of Science and Research CU

<https://cuni.cz/UKEN-259.html>