

Pursuant to Article 20 of the Statute of the Croatian Science Foundation (hereinafter: the Foundation) (number: O-1330-2013.), with prior consent of the Ministry of Science, Education and Sport (Class: 640-01/13-06/00021, File No.: 533-19-14-0004) of 17 February 2014 and the Decision of the Board of the Foundation (hereinafter: the Board) adopted at its 13<sup>th</sup> session, held on 30 January 2014 (number: O-264-2014) and amendments adopted with prior consent of the Ministry of Science, Education and Sport (Class: 640-01/15-06/00011, File No.: 533-19-15-0002) of 8 December 2015 and the Decision of the Board adopted at its 60<sup>th</sup> session, held on 18 December 2015 (number: O-3064-2015), the following document is adopted

# **REGULATION ON THE CONDITIONS AND THE GRANT AWARD PROCEDURE FOR THE ACHIEVEMENT OF THE FOUNDATION'S PURPOSE**

## **Introductory provisions**

### Article 1

(1) This Regulation sets the terms and conditions for awarding funds for the achievement of the Foundation's purpose, the Foundation's grant award procedure and the rights and obligations of its beneficiaries.

(2) The term "beneficiaries" denotes persons involved in project implementation: the Principal Investigator or recipient of the grant and the organisation at which the project is implemented.

(3) If the programme that is being implemented envisages project funding by other organisations, these are also covered by the term "beneficiary" as defined in this Regulation.

(4) Terms denoting persons used in the masculine gender shall be neutral and refer to persons of both genders.

### Article 2

(1) The Foundation's funds may be awarded only for the purpose for which the Foundation has been established.

(2) The Foundation's funds may be awarded solely within the Foundation's specified programme, and on the basis of a public call for the programme concerned.

(3) The programme shall define the purpose and the goals, the target group that may participate in the programme, scientific fields or disciplines which are to be developed by the programme, the financial allocation necessary for the achievement of the programme, conditions for the allocation of funds and other issues relevant for the implementation of the programme.

(4) The programme shall be defined by the Board.

### Article 3

(1) For the achievement of its fundamental purpose, the Foundation shall provide support to basic, applied and developmental scientific research of strategic interest for the Republic of Croatia by funding scientific projects and research grants within the following framework programmes:

- programmes aimed at supporting advanced scientific research recognised at the international level by investing into advanced scientific ideas and excellent researchers in the Republic of Croatia in all scientific fields;
- programmes aimed at supporting excellent research teams by funding collaboration of scientific organisations, researchers, research equipment and space and the development of scientific capacities of strategic interest;

- programmes aimed at supporting collaboration of scientific organisations and the economic sector by funding scientific research with possible technological applications for social and economic development;
- programmes aimed at supporting the development of prospective scientists by funding the development of scientists' careers in accordance with the social and economic needs, including the support of interdisciplinarity;
- programmes aimed at supporting participation of Croatian scientists and scientific organisations in the projects of European and international funds for science and innovation, by encouraging them to submit applications to European and international funds, by financing approved excellent projects that did not receive financial support and by additional financing of approved and financed projects;
- programmes aimed at supporting research in the Social Sciences and Humanities;
- programmes of the "Unity through Knowledge Fund" – programmes for the enhancement of scientific cooperation of Croatian scientists in the country and those abroad for the purpose of their integration with international scientific organisations and attracting talents into the Croatian scientific system.

#### Article 4

(1) The Foundation's funds may be allocated to legal and natural persons, i.e. to scientists/Principal Investigators or recipients of research grants, project and grant associates, and to scientific organisations in accordance with the regulations governing scientific activity.

(2) Project and grant associates may include scientists, postdoctoral researchers, doctoral students, students and experts in scientific organisations and the economic sector from Croatia and abroad.

(3) The Board may adopt a decision whereby all persons included in project implementation shall be limited to participate in the implementation of not more than one project funded by the Foundation. Such a decision may be included in the Foundation's calls as an additional condition for the submission of a project proposal.

#### Article 5

(1) Throughout the grant award procedure, the Foundation shall apply the principle of equal treatment and non-discrimination on grounds of sex, gender, age, ethnic affiliation, nationality or social background, religious beliefs, sexual orientation, language, disability, political affiliation, social, economic and other circumstances.

## Call and types of expenses

#### Article 6

(1) The Board shall implement the defined programmes by publishing calls for proposals, in accordance with Article 3 of the Act on the Croatian Science Foundation (Official Gazette No. 117/2001, 45/2009, 92/2010 and 78/2012). The call shall be open for at least 30 days.

(2) The call shall define other terms and conditions for submitting project proposals, criteria for awarding grants and supporting documents that prove compliance with the conditions as well as the rights and obligations of the beneficiaries.

(3) The call shall be published on the Foundation's website, and, pursuant to a decision of the Board, it can also be published in public journals.

(4) If the call is published in daily newspapers, the notification shall contain reference to the Foundation's website, together with a notice to interested parties that the terms and conditions of the call have been published on the Foundation's website.

#### Article 7

(1) The call shall contain the following elements:

- name of the programme within which the funds are being allocated,
- duration of the call,
- aims of the programme,
- terms and conditions of the call,
- total allocation planned for the implementation of the call,
- the maximum amount of funding for each project within the programme,
- eligible costs,

- maximum duration of the project,
- list of required documentation,
- method of submitting applications,
- deadline for submitting applications,
- proposal evaluation procedure,
- proposal evaluation criteria,
- expected duration of the evaluation procedure,
- dynamics of reporting to the Foundation and other conditions for the implementation of projects,
- other data required for submitting applications to the call.

#### Article 8

(1) Eligible costs of projects shall include:

- material costs,
- equipment costs,
- personnel costs,
- dissemination costs for the results of scientific research carried out within the project and possible cross-sectoral or international cooperation,
- indirect costs of the scientific organisation at which the project is implemented.

(2) The Board may define other eligible costs that can be financed within a specific programme, especially for programmes for awarding research grants.

(3) All costs need to be eligible, in accordance with the Foundation's regulations and Board decisions and may be used solely for the implementation and enhancement of projects and dissemination of results.

(4) The Foundation's funds may not be used for the expenses incurred before the beginning of the project, as defined by the concluded Grant Award Contract.

(5) The use of funds and detailed breakdown of eligible costs shall be defined in the guidelines for individual calls and in other regulations of the Foundation.

(6) Depending on the call they are applying to, project proposal applicants shall prepare a financial plan detailing the defined categories and eligible costs for their specific project.

## **Submission of a project proposal and formal eligibility check**

#### Article 9

(1) When applying to calls, the beneficiaries shall be acquainted with the principles of funding defined by the Foundation and shall obtain all necessary permits and validations before the beginning of the research and use of allocated funds.

#### Article 10

(1) By submitting their application to a Foundation's call, the Applicant, the Head of the organisation at which the project is being implemented and the heads of other organisations that participate in project implementation in any capacity shall verify that they have been informed about the Foundation's normative acts and that they abide by these normative acts to resolve all issues that might arise during project implementation.

(2) If the implementation of the project requires participation of research teams from various organisations, the Foundation will conclude a contract with the Principal Investigator and the organisation at which the Principal Investigator will be implementing the project, and the Principal Investigator will ensure that the other partner organisations implement the project in line with the Foundation's normative acts.

#### Article 11

(1) Project proposals submitted within the deadline, i.e. before the date and the hour indicated in the call, shall be considered project applications and shall undergo formal eligibility check prior to evaluation. The formal eligibility check of the project proposals will be performed by the Foundation's Office. In case a particular project proposal does not meet the formal criteria, the President of the Board, upon recommendation by the Foundation's Office, shall adopt a decision thereof.

(2) Applications that do not meet the formal criteria of the Call or have not been submitted in time shall not be sent for evaluation and the Applicant will be notified thereof.

#### Article 12

- (1) The Applicant has the right to file a complaint against the decision on non-compliance with the formal criteria within 8 working days from the receipt of the notification. In their objection, the applicants shall indicate and explain reasons for the complaint due to which they consider that the formal validity of their application was incorrectly assessed.
- (2) The Board will not accept any complaint that has been submitted after the deadline or that has not been justified.
- (3) The Board shall decide about the complaints. The Board's decision on the complaint shall be final and may not be appealed against.
- (4) The Applicant shall receive written notification about the Board's decision.

#### Article 13

- (1) If the Applicant has already secured funding of the project or part of the project from other sources, when submitting the project proposal, he is required to state the source, the amount and duration of anticipated funding as well as the name of the cost and cost category.
- (2) For each additional funding of the project after the contract with the Foundation has been signed, the beneficiary shall request approval of the Board beforehand.
- (3) If the beneficiary fails to notify the Foundation about additional funding, the Board can decide to discontinue the funding of the project, terminate the contract or request reimbursement to the Foundation.

## **Evaluation**

#### Article 14

- (1) Grants shall be awarded on the basis of the results of the evaluation of project proposals submitted to the Foundation's calls.

### ***Committees performing the evaluation***

#### Article 15

- (1) The evaluation procedure of project proposals shall be based on the work of Standing Committees for the respective fields, evaluation panels and peer reviewers.

#### Article 16

- (1) The Standing Committees shall be responsible for ensuring the evaluation procedure of project proposals.
- (2) Standing Committees shall be established by the Board for individual calls, taking into consideration that all scientific disciplines are represented, and shall be composed of leading experts with experience as principal investigators and evaluators.
- (3) The number of Standing Committee members shall be determined by the Board, but it may not be lower than 7 nor larger than 11.
- (4) Standing Committee members shall be appointed for the period of two years and may be re-elected for a maximum of two consecutive terms.
- (5) The Standing Committees shall be liable for their work to the Board.

#### Article 17

- (1) Standing Committees shall be established for the respective scientific fields, i.e. Natural Sciences, Technical Sciences, Biotechnical Sciences, Biomedicine and Health, Social Sciences, and the Humanities.

#### Article 18

- (1) The duties of the Standing Committees are: overseeing and ensuring that the evaluation procedure of project proposals is carried out within the deadlines set by the Foundation's Board, grouping the project proposals that passed the eligibility check into panels, nominating evaluation

panel members that will evaluate short project proposals in each panel, supervising the work of the evaluation panel (responsibility to perform its tasks within deadlines, reviewing the recommendations for funding and results of the peer review) and giving recommendations for funding to the Board.

#### Article 19

- (1) The evaluation panels shall be appointed by the Standing Committees from the pool of independent Croatian experts with experience in reviewing projects in their respective scientific disciplines, depending on the submitted project proposals.
- (2) The evaluation panels shall be temporary and shall be appointed separately for each call.
- (3) The number of evaluation panel members shall be determined by the Standing Committee, but it may not be lower than 5.
- (4) The evaluation panels shall be liable for their work to the relevant Standing Committee.

#### Article 20

- (1) Peer reviewers are independent international experts who evaluate the full project proposals sent to peer review by the evaluation panels. In exceptional cases, such as in the field of Humanities, peer reviewers can also be scientists from Croatia.
- (2) The peer reviewers shall be nominated by the evaluation panels.
- (3) The selection criteria for evaluation panel members and peer reviewers shall be defined by the Project Proposal Evaluation Manual.
- (4) Detailed information about the Standing Committees, peer reviewers and the evaluation procedure shall be determined by the Board in the Project Proposal Evaluation Manual.

### ***Evaluation criteria and procedure***

#### Article 21

- (1) General criteria for project proposal evaluation are scientific quality, importance and feasibility of research, quality of the applicant and the research environment.
- (2) Particular programmes may have additional evaluation criteria. Additional criteria shall be determined by the Board, separately for each call and published on the Foundation's website.

#### Article 22

- (1) Based on the Statute of the Croatian Science Foundation, Regulation on the Conditions and the Grant Award Procedure for the Achievement of the Foundation's Purpose, Project Proposal Evaluation Manual, the Board shall determine the content of the project proposal evaluation forms and provide guidelines and instructions to persons involved in the evaluation procedure to ensure equal criteria for the evaluation of project proposals.

#### Article 23

- (1) The evaluation procedure shall be determined by the Project Proposal Evaluation Manual.

#### Article 24

- (1) The evaluation of a project proposal shall, in principle, be performed in two stages. In the first stage, the evaluation panels assess shortened project proposals.
- (2) Based on the results of the first evaluation stage, the evaluation panels will forward project proposals to the second evaluation stage or propose that they should not be accepted for further evaluation. The decision on the non-acceptance of project proposals shall be adopted by the Board.
- (3) In the second evaluation stage, the peer reviewers evaluate the full project proposals. After the peer review, evaluation panels read the obtained reviews, evaluate the financial plans, ethical questions and, if necessary, apply additional criteria set by the Board and give recommendations for funding.
- (4) The Standing Committees shall examine the results of the evaluation panels' work and give recommendations for funding to the Board. When giving recommendations for funding, the Standing Committees need to take into account the manner in which the evaluation procedure was performed, the results of the evaluation, availability of funds and equal development of disciplines and branches within the scientific field.

#### Article 25

- (1) The result of the evaluation shall be the basis for acceptance or non-acceptance of a project proposal for funding.
- (2) The Board of the Foundation shall adopt the decision on awarding the grant.

### **Decision and notice regarding the acceptance or non-acceptance of project proposal for funding**

#### Article 26

- (1) The decision about the acceptance or non-acceptance of project proposal for funding shall be adopted by the Board.

#### Article 27

- (1) Following the adoption of the decision on the acceptance or non-acceptance of a project proposal for funding, the applicants shall be notified about the Board decision.
- (2) The notice shall be sent electronically and in written form to the address stated in the submitted project proposal.

#### Article 28

- (1) The Applicant has the right to file a complaint against the decision on the non-acceptance of a project proposal within 8 working days from the date of receipt of the notice. In his complaint, the Applicant needs to indicate and explain reasons for the complaint.
- (2) The Board's decision on the complaint shall be final and may not be appealed against.
- (3) The Applicant shall receive a written notification about the Board's decision regarding their complaint.

### **Notifying the public regarding the results of the call**

#### Article 29

- (1) The list of projects accepted for funding shall be published on the Foundation's website after the Board has adopted the decision on funding.

### **Concluding funding agreements**

#### Article 30

- (1) The Principal Investigator whose project proposal has been accepted for funding needs to notify the Foundation about the receipt of the decision of the Board within 15 days from its receipt.
- (2) If the Principal Investigator fails to confirm the receipt of the Board's decision within the set deadline, the Foundation will send a registered letter with acknowledgement of receipt, or by any other means enabling confirmation of delivery, to the Head of the organisation at which the project is to be implemented, requesting the Head of the organisation to provide a reply to the Foundation within 15 days from the receipt of the letter and to warn the Principal Investigator about the consequences that would occur if the Principal Investigator and/or Head of the organisation fails to respond to the Foundation within this subsequently set deadline.
- (3) If the Principal Investigator and/or Head of the organisation fail to reply to the Foundation within 15 days from the date of receipt of the notification by the organization's Head, as of the first day from the end of this period the decision of the Board about the funding of the project proposal shall no longer be considered legally valid.

#### Article 31

- (1) The President of the Board shall conclude a Grant Award Contract with the Principal Investigator and organisation at which the project is to be implemented.
- (2) When the project is funded from various sources (for example in cooperation with the economic sector), the contract shall be concluded with all organisations.

(3) All beneficiaries shall be jointly and severally liable to the Foundation for all obligations arising from the concluded contract.

#### Article 32

(1) A project shall be accepted for funding in accordance with the work and financial plans of the project proposal submitted to the Foundation upon conclusion of the contract.

(2) The contracts that the Foundation concludes with the beneficiaries shall be based on the Foundation's normative acts and amendments of the terms and conditions relating to the implementation of the project and negotiations regarding their contents are not possible.

(3) By concluding the contracts, the beneficiaries shall assume the contractual obligation that the project will be implemented in accordance with the project's work and financial plans, which form an integral part of the concluded contract.

(4) All deviations from the work and financial plans outside the framework set by the normative acts of the Foundation shall be considered breach of contractual obligations.

#### Article 33

(1) At the conclusion of the Grant Award Contract, each party may nominate a person to represent the interests of their organisation, who shall confirm that the organisation agrees with the proposed changes by signing the requests of the Principal Investigator addressed to the Board.

(2) If the organisations funding or implementing the project conclude a contract that defines their mutual rights and relations, this contract may not be in contradiction with the Foundation's normative acts nor can it define different relations for the implementation of project. The Principal Investigator shall be required to notify the Foundation about the conclusion of such a contract and deliver a copy thereof upon its conclusion.

#### Article 34

(1) Other than the disbursement of the approved funds in accordance with the concluded contract, the Foundation shall not have any other financial obligations towards the Principal Investigator or recipient of the grant, organisation or associates.

#### Article 35

(1) Depending on the intended use of the funds, the Board may decide to disburse the funds in a single payment or in several instalments.

(2) Funds shall be disbursed by non-cash transactions to the giro account of the organisation at which the project is implemented.

#### Article 36

(1) Employment and other relations of associates whose salary is financed from the project shall be based on the terms and conditions in force in the organisation at which the project is being implemented and in accordance with national legislation on labour law. The contractual obligations may not change the amount laid out in the financial plan of the project for covering the costs of employees and associates. If a difference between the required and planned costs arises, the difference must be borne by the organisation at which the project is implemented.

## **Use of funds**

#### Article 37

(1) The Principal Investigator shall adhere to the principles of transparent and efficient financial management to ensure that the funds from the state budget are spent for their intended purpose.

(2) The Principal Investigator shall use the funds allocated by the Foundation in accordance with the normative acts of the Foundation, the call, the concluded Grant Award Contract and the approved financial plan of the project.

(3) The Principal Investigator shall be allowed to deviate between the categories of the financial plan in the amount of up to 10% (of the approved amount for the regular reporting period) without special approval of the Board, but these deviations may not change the total amount of funding as laid out in the financial plan for the period concerned. Deviations are possible between all categories of the

financial plan except for the category of Indirect Costs, from which funds may be re-allocated to other categories, but not vice versa. The amount in the category Dissemination may not exceed the amount defined in the call under which the project was approved for financing. For each deviation exceeding 10%, the Principal Investigator needs to have prior approval of the Board.

(4) If there is reasonable doubt that violation and non-compliance of the assumed obligations, as defined in the financial plan, occurred during project implementation, the Foundation may request financial audit and appoint an auditor to obtain an expert and independent opinion on the use of funds and/or truthfulness and objectivity of data in the financial records and reports. The costs of the audit shall be borne by the Foundation.

(5) The beneficiary shall be required to cooperate with the auditor and enable him access to all documents needed for the audit.

## **Obligations of the beneficiary**

### Article 38

(1) The programme shall define the obligation of the Principal Investigator to do the following, for the purpose of informing the public:

- hold one or more public lectures about the project,
- prepare and regularly update the project website and publish data about the project on the website during project implementation,
- upon request of the Foundation, participate at events, scientific conferences and other public events.

### Article 39

(1) The Principal Investigator shall regularly, within defined deadlines, submit periodic reports on the progress of project activities to the Foundation.

(2) The Principal Investigator shall submit the final report to the Board within 30 days from the project end date.

### Article 40

(1) Upon request of the Board, the Principal Investigator shall submit an exceptional report outside of the regular deadlines and enable access to the project activities and project documentation, including the documentation about funding at disposal of the project (hereinafter: ad-hoc report).

### Article 41

(1) Periodic reports, final reports and ad-hoc reports shall be evaluated by experts, who shall give recommendations to the Board for acceptance or non-acceptance of the report.

(2) If the results of the evaluation reveal oversights in the implementation of the project or non-compliance with the contractual obligations, the Board may adopt a decision on the re-allocation of funds, reduction in funding, termination of funding or reimbursement of funds to the Foundation.

(3) If the beneficiary fails to submit the complete periodic, final or ad-hoc report within the deadline set by the Board, spends the funds for unintended purposes, fails to finalise the project within the agreed deadline through his own fault or fails to finalise the project at all, which is considered to be intentional breach/wilful misconduct of the contractual obligation, the Foundation has the right to suspend payment of the contracted funds (if the funds are disbursed on a periodic basis), the right to reimbursement of disbursed funding and the right to seek compensation.

### Article 42

(1) The organisation at which the project is implemented shall ensure the appropriate work environment, space, equipment and technical facilities for the implementation of the project and abide by the regulations on occupational health and safety.

(2) The organisation, together with the Principal Investigator, shall be responsible for efficient implementation of the project, based on the concluded contract with the Foundation, and shall:

- ensure that the Principal Investigator and project associates fully comply with the obligations arising from the concluded Grant Award Contract;
- ensure efficient and dedicated use of the Foundation's funds in accordance with the approved financial plan of the project financed by the Foundation;



- ensure that all project assets, i.e. all financial and non-financial project assets, be in the possession of the organisation;
- commit not to pledge, sell, lease or encumber the project assets in some other way without prior written consent of the Foundation;
- enable the Principal Investigator and project associates to use the financial and non-financial project assets during project implementation, in accordance with the project's work and financial plans;
- enable the Principal Investigator and project associates to use the project's scientific non-financial assets (hereinafter: project's scientific equipment) after the end date of the project;
- enable the use of the project's scientific equipment free of charge after the end date of the project to other interested parties;
- ensure efficient management and standards of scientific equipment maintenance and detailed data about the scientific equipment financed by the Foundation (stock number, name and description, serial number and model number, name of the supplier, date of purchase of equipment, acquisition price, place where it is located and other data necessary to determine individual pieces of project equipment) and, upon receipt of a request, within a reasonable deadline, deliver to the Foundation, in written form, detailed data on the scientific equipment funded by the Foundation.

#### Article 43

(1) All notices sent by the beneficiaries to the Foundation need to be composed in written and electronic form and need to be personally signed by the Principal Investigator and/or person authorised by the organisation at which the project is implemented, or a nominated representative of the organisation that is a party to the concluded Grant Award Contract.

#### Article 44

(1) The beneficiaries shall store, in both electronic and printed form, the complete project documentation on financial management, administration and research activity, as well as statistical and other records connected with the project and intellectual property and enable the Foundation to access all documents and records during the obligatory record-keeping period of all documents and records, according to the legislation regulating the storage and retention of documents in the archives.

#### Article 45

- (1) Research results shall be collected in accordance with the highest standards of ethical and scientific practice, while respecting the highest technical standards.
- (2) The beneficiaries shall make project products and results publicly available by publishing scientific, scientific-professional, professional or popular scientific texts, unless this might jeopardise intellectual property rights or other rights of the Principal Investigator, of the organisation at which the project is implemented and/or of associates and ensure that each project ends with a public presentation during which the Principal Investigator and/or project associates present the results of the project financed by the Foundation.
- (3) The Principal Investigator shall be responsible for publication and application of results and possible commercialisation. The Principal Investigator shall notify the Foundation of the time and place at which the project results have been published and presented.

## **Changes in the financial and work plans**

#### Article 46

- (1) Pursuant to the normative acts of the Foundation, the Principal Investigator may suggest amendments to the project's work and financial plans to the Board. The Board's decision on accepting the amendment of the work and financial plans during project implementation shall indirectly change the concluded contract.
- (2) The Principal Investigator shall notify the Foundation and the organisation at which the project is implemented in a timely manner about the possible changes to the work and/or financial plan and about temporary suspension of the implementation of the project.

(3) Amendments to the work and financial plans have to be requested before the expiry of the deadlines for the work and financial commitments which are being changed and before the end date of the project.

(4) The Board shall not approve any amendments to the work plan and financial plan after the expiry of the deadline for the work and financial commitments which are being amendments.

(5) Amendments to the work plan and/or financial plan shall not be approved during the final three months of project implementation.

## **Early termination of the project**

### Article 47

(1) Depending on the results of the evaluation of the periodic report and the monitoring of project implementation, project funding may be reduced or completely terminated:

- if, based on the evaluation of the reports, the Foundation determines that no satisfactory progress has been achieved;
- if the Foundation determines that the beneficiaries have violated the normative acts of the Foundation and the concluded Grant Award Contract, i.e. that they failed to fulfil their contractual obligations;
- if the Foundation determines that the organisation or Principal Investigator have misappropriated project funds;
- if the Foundation determines that the Principal Investigator has committed a criminal offence for the purpose of obtaining unlawful material benefit, or that he invested significantly less effort into the project from expected and listed in the project proposal, or that he terminated the relationship with the project associates, or that he has been away for three consecutive months or longer without adequate explanation, or if he is deviating from the direct rules of the project or if he failed to start with the implementation of the project within 60 days from the date set when the funding was approved;
- on the basis of other conditions set by the Foundation.

(2) Before adopting the decision on the reduction of funding, temporary suspension of funding or complete termination of project funding, the Foundation shall notify the beneficiaries about the noticed shortcomings and ask the beneficiaries to comment and/or amend the shortcomings.

(3) The Foundation shall not cover the costs incurred during the temporary suspension of the project or after the end of the project.

(4) If the beneficiary failed to provide the Foundation with access to all the necessary documentation related to the use of the funds or has used the funding obtained from the Foundation contrary to the Foundation's rules, the beneficiary shall compensate the Foundation for the damage incurred (this includes recovery of the payments). The Board shall decide about the means of compensation.

## **Change of the beneficiary**

### Article 48

(1) The beneficiaries shall notify the Foundation about any changes that might influence the implementation of the project, and especially about the planned changes of status, the intention to change the organisation of employment and other. If the persons with whom the Foundation has concluded the Grant Award Contract are not able to continue with project implementation, for justifiable reasons, and if the third person to whom the obligations are transferred accepts obligations of the Principal Investigator or organisation at which the project is implemented, all rights and obligations may be transferred to another natural or legal person by concluding a new contract or an annex to the existing contract.

(2) The Board shall decide about the justification of reasons for the change of the beneficiary and shall determine additional criteria that the Principal Investigator and/or organisation will be required to meet as well as the procedure for processing the change proposal.

### Article 49

(1) Without written approval of the Foundation, the beneficiaries shall not be authorised to grant or transfer rights or conclude a contract with a third party or in any other way transfer profit and/or obligations arising from the assigned funds to a third party.

## **Freedom of scientific research and professional accountability**

### Article 50

(1) The beneficiaries of the Foundation's funds shall direct their research for the benefit of the society and to push the frontiers of science, whereby their freedom of thought and expression and freedom to determine problem-solving methods need to be guaranteed, in accordance with the acknowledged ethical principles and procedures.

(2) The beneficiaries shall abide by the principles of intellectual property rights protection and joint ownership over data and research results carried out in collaboration with other researchers and/or mentor and shall avoid copying or counterfeiting, in important or recognizable parts or in full, their own or other researchers' and authors' publications.

(3) The research has to be innovative and research that has already been carried out must not be repeated, unless theoretical or practical validity of the new research needs to be determined, with clear reference to the data that will be examined.

(4) During the implementation of the project and in their research work, the beneficiaries of the Foundation's funds shall abide by the highest ethical standards of scientific integrity, collegiality, respondent protection, welfare and care of trial animals, and social responsibility.

(5) The Foundation shall adopt a special regulation on the treatment of ethical matters, while the calls shall lay down the rules for reporting ethical issues within the application of the project proposal and their assessment during the evaluation procedure.

## **Ensuring the Foundation's visibility**

### Article 51

(1) The beneficiaries shall ensure the visibility of the Foundation during project implementation in the following manner:

- they shall ensure that all publications and other materials resulting from and developed within the project funded by the Foundation are marked by the Foundation's logo and the following sentence: "Ovaj rad je financirala/sufinancirala Hrvatska zaklada za znanost projektom [broj].", or its translation into English: "This work has been fully supported/supported in part by the Croatian Science Foundation under the project number [number]";
- they shall ensure that all published materials (including those published on the website) resulting from the project, except scientific articles published in scientific, technical or professional journals, contain the Foundation's logo and the following statement in Croatian: "Mišljenja, nalazi i zaključci ili preporuke navedene u ovom materijalu odnose se na autora i ne odražavaju nužno stajališta Hrvatske zaklade za znanost", or its translation into English: "Any opinions, findings, and conclusions or recommendations expressed in this material are those of the author(s) and do not necessarily reflect the views of Croatian Science Foundation";
- they shall ensure that the Foundation's support is adequately highlighted during a public speech or conversation with the media;
- they shall ensure that the financial support of the Foundation is adequately highlighted and that the Foundation's logo is published in scientific journals and in conferences related to the project in accordance with the Foundation guidelines, whenever the rules of the journals and the conferences allow it;
- they shall ensure that two copies of each publication that has been produced or developed as a result of the project are clearly marked with the project identification number and delivered to the Foundation and that other material are available upon the Foundation's request and listed on the beneficiaries' website;
- they shall send the Foundation a written invitation to any public event, promotion and presentation related to the project at least 15 days prior to them taking place.

## **Data privacy protection and intellectual property**

### Article 52

(1) The Foundation and the beneficiaries shall mutually commit to safeguard as trade secret all data that has not been strictly defined by normative acts as data that may or must be published.

(2) The data privacy protection obligation shall relate to all data and research results suitable for intellectual property rights protection and all contractual parties shall commit to take all the necessary steps to ensure that all their employees safeguard the trade secret.

(3) The percentage of share in the profits from scientific or technological discovery resulting from the project financed by the Foundation shall be regulated by a specific regulation and defined by the Grant Award Contract concluded between the beneficiary and the Foundation.

## **Transitional and final provisions**

### Article 53

(1) Upon entry into force of this Regulation, the former Regulation on the Conditions and the Grant Award Procedure for the Achievement of the Foundation's Purpose adopted by the Board at its 6<sup>th</sup> session, held on 17 June 2004 and the Regulation on the Amendments of the Regulation on the Conditions and the Grant Award Procedure for the Achievement of the Foundation's Purpose adopted by the Board at its 43<sup>rd</sup> session, held on 24 April 2008 shall no longer be valid.

### Article 54

(1) After obtaining the consent of the ministry responsible for science and higher education, the Board shall adopt the Regulation, which shall enter into force the day after the Board has issued the decision on its adoption.

Number: O-3064-2015

President of the Board  
Professor Dario Vretenar, F.C.A.