

RULES
of competition for co-financing the publication process
called "RIGE - publications"
at the Poznań University of Economics and Business
as part of the project "PUEB for Economy 5.0: Regional Initiative - Global Effects (RIGE)"

1. COMPETITION AIM

1.1. The aim of the "RIGE - publications" competition (hereinafter referred to as the "Competition") is to enable the acquisition of financial resources, through a competitive process, intended to cover the costs of publishing the results of scientific research or developmental work in renowned journals and publishing houses. This initiative aims to improve the quality of publications and ensure open access to research results.

1.2. The Rules specify in detail the requirements to be met for receiving funding to cover the costs of publishing a text containing the results of scientific research or developmental work, including in particular:

1.2.1. Publication fees or fees for providing open access to publications,

1.2.2. Linguistic proofreading costs at each stage of the publication process,

and rules applying to calls for applications, competition application evaluation criteria and the obligations of the author/authors who will receive funding for the publication of an article or linguistic proofreading.

2. INTRODUCTORY INFORMATION

2.1. The organizer of the competition is the Poznań University of Economics and Business.

2.2. The funds allocated for co-financing publications originate from the "PUEB for Economy 5.0: Regional Initiative - Global Effects" project.

2.3. Co-financing covers the expenses associated with publications in highly ranked international scientific journals indexed in databases such as Web of Science, and Scopus, or included in the current ABS list developed by the Chartered Association of Business Schools, in line with the recommendations outlined in the Academic Journal Guide (AJG). These journals should align with the research topic of the "PUEB for Economy 5.0: Regional Initiative - Global Effects" project.

2.4. The journals specified in the application must correspond to a scientific discipline consistent with the discipline declared by the applicant following Article 343, Section 7 of the Law on Higher Education and Science dated July 20, 2018.

2.5. The journals indicated in the application must demonstrate reliability in reviewing and publishing scientific research findings.

2.6. The competition is ongoing until the allocated funds are depleted. The competition committee evaluates submitted applications monthly under the provisions outlined in point 6.

3. COMPETITION COMMITTEE

3.1. The members of the competition committee are:

- a) The Project Director, who serves as its chairman,
- b) All substantive coordinators of the project "PUEB for Economy 5.0: Regional Initiative - Global Effects",
- c) A person responsible for evaluation matters at the University, appointed by the Vice-Rector responsible for research,
- d) An employee of the Main Library designated by its Director.

3.2. The Project Director manages the operations of the Competition Committee, and in the event of their absence or inability to manage the work, another Committee member designated by the Project Director assumes responsibility. If such a designation is not feasible, the vice-rector responsible for research makes the appointment.

3.3. If a member of the Competition Committee (individually or jointly with other persons) applies for funds from the Competition, they are deprived of the right to vote on the allocation of funds for the month to which their application relates.

4. AMOUNT OF FUNDING

4.1. The maximum funding amount for a single application covering publication fees or open access costs is PLN 10,000.

4.2. The maximum funding amount for a single application covering linguistic proofreading at each publication stage is PLN 800.

4.3. The competition committee reserves the right to decide not to award funding to any applicant in a given call for proposals.

5. COMPETITION PARTICIPANTS

5.1. Eligible participants in the "RIGE - publications" competition may include:

5.1.1. Authors or co-authors of the publication who are academic scholars employed under an employment relationship at the Poznań University of Economics and Business, included in N number, or

5.1.2. Student of the PUEB Doctoral School.

5.2. Academic scholars employed at PUEB in teaching positions not included in the N number may receive financing for publications co-authored with individuals referred to in point 5.1.

5.3. In case of a substantial volume of applications, an additional qualifying criterion will be the anticipated impact of the activities outlined in the funding proposal on the forthcoming evaluation of scientific endeavors within the specified discipline.

6. APPLICATION PROCEDURE

- 6.1. Submissions for the competition must be made using an electronic form available in the dedicated application at the following link: <https://grantapplication.ue.poznan.pl/pl/>
- 6.2. The application should be accompanied by correspondence with the publisher regarding the acceptance of the article for review or printing. Alternatively, if the funding covers activities at the stage before sending the article to the journal, including language proofreading, the full text of the finished article to which the application relates must be provided.
- 6.3. Only one application can be submitted in a given recruitment period.
- 6.4. In a calendar year, a given author may produce no more than three publications with financing from the "RIGE - publications" competition.
- 6.5. Applications for a given call shall be submitted by the 21st of the respective month.
- 6.6. The Competition Committee shall make decisions regarding applications submitted in a given round no later than the 7th day of the following month.
- 6.7. In rare, justified cases, applications may be considered outside the specified deadlines outlined in points 6.5-6.6. A request to consider the application outside the indicated deadlines should be sent by email to ireg@projekty.ue.poznan.pl. The decision to refer the application for consideration by the committee outside the regulations specified in points 6.5. i 6.6. is made by the Project Director.

7. FORMAL EVALUATION OF APPLICATIONS

- 7.1. Only applications that satisfy the formal criteria undergo substantive evaluation.
- 7.2. The formal assessment of applications is conducted by the Research Office.
- 7.3. Should errors or formal deficiencies be identified in the application, it will be declined. Once the errors are corrected, the applicant may resubmit the application in the subsequent round or, in exceptional circumstances, utilize the provisions outlined in point 6.7.

8. SUBSTANTIVE EVALUATION OF APPLICATIONS

- 8.1. The Competition Committee conducts a substantive evaluation of applications based on the following criteria:
 - 8.1.1. Progress in publication work, involving:
 - a) Confirmation of positive reviews and acceptance by the publishing house for publication in a scientific journal or inclusion in reviewed proceedings of an international scientific conference,
 - b) Status of the article, whether it is under review by the editorial committee or has been sent back to the author for revision.
 - c) In the absence of reviews and confirmations regarding the paper's status, the research area shall be assessed for publication opportunities.
 - 8.1.2. Alignment of the research topic with the issues addressed in the "PUEB for Economy 5.0: Regional Initiative - Global Effects" project.
 - 8.1.3. Compliance of the subject matter of the publication with at least one of the key research fields adopted at PUEB.
 - 8.1.4. Selection of scientific journals or proceedings from international scientific

conferences for publication. The Committee considers factors such as the number of points from the ministerial list, Impact Factor (IF), Scopus/Web of Science indexing, and adherence to the ABS list recommended by the Chartered Association of Business Schools in accordance with the Academic Journal Guide (AJG). The reliability of the chosen journal in publishing scientific research is also evaluated by the PUEB employee responsible for the evaluation and a specialist from the PUEB Library designated by the Project Director. The Committee may choose to withhold funding of a publication in any journal it may find to be engaged in unsavoury practices.

- 8.2. In the case of a high number of applications in a given call, the Committee additionally considers whether the applicant has previously received support from RIGE; priority for funding will be given to applicants who have not yet benefited from the project.
- 8.3. As a result of the substantive assessment of the application, the committee decides:
 - 8.3.1. about referring the application for co-financing or
 - 8.3.2. refusing co-financing.
- 8.4. Decisions are adopted by a simple majority vote with at least half of the Committee members present, including the Project Director of "PUEB for Economy 5.0: Regional Initiative - Global Effects" or the individual substituting for her. Should the number of votes for and against a resolution be equal, the person in charge of the committee's work at a given meeting shall decide the question by using a casting vote. The Committee reserves the right to prioritize selected journals indicated by the applicant for publication.
- 8.5. There is no appeal against the decision of the competition committee.
- 8.6. Minutes are kept for all meetings and activities of the Competition Committee.
- 8.7. The applicant is informed about the competition committee's decision via an email sent to the address indicated in the application.
- 8.8. The confirmation of a positive decision can be downloaded via the application available at the following link: <https://grantapplication.ue.poznan.pl/>. This confirmation entitles the applicant to submit a request in the XPrimer system and a delegation application in the e-Delegacje system (if the research requires a business trip) within 30 days from the date the Committee issued the positive decision. After this period, the decision will expire. When applying through the university's electronic systems, the RIGE decision number stated on the confirmation must be included.
- 8.9. An applicant who has not received co-financing may undergo consultations with the Project Director or another Committee member designated by the Project Director. During these consultations, they will receive a detailed justification for the refusal, along with recommendations regarding potential future applications to enhance their chances of obtaining co-financing.

9. COSTS

- 9.1. The awarded funding is designated solely for covering the expenses outlined in point 1.2.
- 9.2. The funding mentioned in point 9.1 should be utilized within 120 days from the date of funding approval, but no later than December 31 of the year the funding was granted.
- 9.3. In exceptional and well-justified circumstances, the Project Director of the "PUEB for

Economy 5.0: Regional Initiative - Global Effects" Project holds the authority to extend the period of cost eligibility to one year from the date of notifying the applicant about the funding approval.

10. REQUIREMENTS FOR FUNDING SETTLEMENT

- 10.1. The beneficiary who receives the funding for covering the expenses specified in the application is required to provide confirmation of acceptance of the scientific article for publication or review within 180 days from the disbursement date. The article must include an appropriate acknowledgment: **"Financed by the Minister of Science under the "Regional Initiative for Excellence" Programme"**. Additionally, a popular science description of approximately 300 words, presenting the research findings in a comprehensible manner to non-specialists, should accompany the scientific article. Furthermore, promotional material should be prepared in a format agreed upon with the Project Director of the "PUEB for Economy 5.0: Regional Initiative - Global Effects" Project. The popular science description must be provided in two language versions – Polish and English.
- 10.2. The applicant must submit the required documents for the final settlement of the awarded funding through the dedicated electronic application system, which facilitates the submission and settlement process, available at <https://grantapplication.ue.poznan.pl/>.
- 10.3. Failure to fulfil the obligations outlined in point 10.1 renders the beneficiary ineligible to apply for funds from the "PUEB for Economy 5.0: Regional Initiative - Global Effects" project for one year following the disbursement date specified in point 10.1.
- 10.4. Despite the provisions of point 10.2, a beneficiary who fails to settle the expenses within the deadline specified in point 10.1 may be required by the Rector to reimburse the spent amounts.

11. FINAL REMARKS

- 11.1. The Rules are provided in two language versions: Polish and English.
- 11.2. In case of interpretational doubts, the Polish language version shall prevail.
- 11.3. The entity solely authorised to interpret the provisions of these Rules and Regulations and to resolve doubts concerning their application is the Rector of UEP.