

FAQ

Who can apply for support under RGC AVU?

- The applicant can be a student of a doctoral study programme (under the professional guidance of a supervisor/guarantor) or an academic staff of the Academy of Fine Arts.

What expenses can be covered from RGC funds?

- Only costs directly related to the project are eligible, in particular:
 - o scholarships for students involved in the project,
 - o material and aids necessary for research or artistic experiment,
 - o services related to the project (analyses, measurements, expert consultations, printing, publications),
 - o travel costs (business trips, participation in conferences, research visits),
 - o or wage funds (contracts for work, DPP/DPČ) – if they are not paid by scholarship.
- Costs of general refreshments, representation, donations, personal consumption and expenses not directly related to research are ineligible.

Can I finance refreshments from the project (e.g. for the team or at the opening)?

- No. Refreshments are not eligible cargo.

How can a PhD student be paid a reward for working on a project?

- The primary option is a scholarship to support research activities.
- Alternatively, it is possible to sign an affidavit on the use of funds at personal expense

Other people are involved in the implementation of the project, in what form can I pay them a bonus?

- If it is a student of the Academy of Fine Arts – in the form of a scholarship
- If they are external, it is possible in the form of a DPP (agreement to perform work) or a Contract for Work. Specimens of these contracts can be sent to you by the Grant Department.

Can the project finance participation in a foreign conference?

- Yes, as long as participation is clearly linked to the project. The costs must be reasonable (for economy class trips, accommodation max 3 star hotels). It is always necessary to provide the conference program and confirmation of active participation (contribution, poster, presentation).

Who approves the budget and any changes to it?

- The budget is approved by the grant committee of the Academy of Fine Arts when the support is granted. During the course of the project, it is possible to request a transfer between budget chapters. In this case, contact the Grant Department. Moving resources between items is only possible with prior approval.

How is the project billing processed?

- The researcher submits a final report on the project. It is accompanied by a financial statement according to the costs actually drawn. Each expense must be supported by a copy of an accounting document (invoice, receipt, ticket, contract, travel order, etc.).

What happens if I don't use up all my resources?

- Unused funds are returned to the AVU budget and can be used in other calls.

Where can I get methodological help?

- You can contact:
 - o Grant Department - finances and rules, changes in the project.
 - o Project supervisor/guarantor – for professional guidance and support in the solution.

I received an email that I have been awarded a RGC grant, when will I receive the money?

- First, you need to sign a grant agreement. This is usually signed at the grant department of the Academy of Fine Arts on the dates specified in the announcement.
- If you are a PhD student: The first half of the grant should be credited to your account within two weeks of signing the contract. If this does not happen, contact the grant department of the Academy of Fine Arts. We will pay you the other half of the grant within two weeks of sending the interim report (usually at the beginning of September).
- If you are employed at the Academy of Fine Arts: The money was allocated to you in a contract in Magion. Therefore, when paying for items from this grant, proceed as with other payments made by the Academy of Fine Arts - after issuing an order from the relevant order and delivering the document, payment will take place.

There has been a significant change in the project (e.g. the output or its format, time and location have completely changed). Should I deal with it somehow?

- Yes. In this case, it is necessary to send a request for a change of project to the grant department. We recommend that you consult the content of this request in advance.