

Tender monitoring, publication of calls for proposals, application request

Tender Regulations apply
(1.2 point)

Tender regulations do not apply (1.2 point)
- the call for proposals lays down special rules (e.g. scholarships)
- SE regulations, Rector or Vice-rector for Science and innovation exempt

8 working days before submission of the application to sponsor

for information

Preparation of application

Assistance from SE departments (IK, GFI, JIF, EGFI, MF)
www.semmelweis.hu
1085 Budapest, Üllői út 26.

Send PNYR sheet to the Innovation Center
(applicant, 2.5.1 point)
<http://semmelweis.hu/innovacio/palyazat/pnyr/>
projekt@semmelweis-univ.hu
1085 Budapest, Üllői út 26.

Signing the application
Directorate-General for Economic Affairs
(<http://semmelweis.hu/gfi/>)
- Chancellor (www.semmelweis.hu)
- Rector (www.semmelweis.hu)
1085 Budapest, Üllői út 26.

PFB is required to apply (2.5 point)

No PFB required to apply (IK reviews)
Jointly (2.5.1 point):
a) total budget below 50 M HUF;
b) support intensity 100 %
c) the planned value of the development contribution is equal to the amount eligible for general (indirect) costs according to the call for proposals max. extent;
d) may be submitted in unlimited numbers , grants for infrastructure development and equipment acquisition, if there is no maintenance obligation for operation (maintenance, repair etc.)

Submitting an application to the sponsor

IK evaluated the application, submitted to PFB
(PFB continuously operating, electr. decision making)

PFB decision (2.3 point)
(IK notifies the applicant about the decision electronically within 8 working days)

Concluding a grant agreement
Directorate-General for Economic Affairs
(<http://semmelweis.hu/gfi/>)
- Legal (<http://semmelweis.hu/jogigfoid/>)
- Chancellor (www.semmelweis.hu)
- Rector (www.semmelweis.hu)
1085 Budapest, Üllői út 26.

PFB decision rejecting

PFB decision supporting

Submission of the relevant documents of the final application to the IK 2.5.4 point
(no later than 8 working days before the submission of the application to the Sponsor)
1085 Budapest, Üllői út 26.

Remedying deficiency

Signing the application (IK), 2.5.4 point
(IK starts within 2 working days, max. 6 business days for full signature)

- Directorate-General for Economic Affairs
- Chancellor
- Rector

Submission of an application to the supporting body, remedying deficiency, clarifying questions (applicant) 2.5.5 point

Sponsor decision
(applicant notifies IK by max. Within 5 working days)
<http://semmelweis.hu/innovacio/project@semmelweis-univ.hu>

Draft grant agreement and SE forms are sent by the applicant to IK (2.5.6 point)
<http://semmelweis.hu/innovacio/>, 1085 Budapest, Üllői út 26.

Signing the application (IK) 2.5.4 és 2.5.6 points
- legal countersignature (JIF: <http://semmelweis.hu/jogigfoid/>)
- financial countersignature (GFI: (<http://semmelweis.hu/gfi/>))
- Chancellor (www.semmelweis.hu)
- Rector (www.semmelweis.hu)

The signed contract will be returned to the applicant by the IK

