

# **Foundation for National Health Care and Medical Education**

## **Grant Policy**

*(codified as amended)*

.....  
**Chairman of the Board of Trustees**

Adopted by the Board of Trustees, Resolution 20/2021(IX.23.), 23 September 2021.  
Amended by Board of Trustees Resolution 25/2022(IX.5.), in force: 5 September 2022.  
Amended by Board of Trustees Resolution 16/2023 (IV.06.), 6 April 2023.

The Foundation for National Health Care and Medical Education (hereinafter referred to as NEOA) is established based on the authorization contained in clause 5.6. of its Articles of Association, subject to the provisions of the Act CLXXV. Act No. 350/2011 (XII.30.), the Board of Trustees hereby adopts the following regulations:

#### I. Scope of the Code

1. The scope of these rules covers the NEOA
  - a) the Board of Trustees, the members of the Board of Trustees and its officers as defined in the Articles of Association, and persons in employment with the NEOA,
  - b) natural and legal persons who provide a grant to NEOA and to natural and legal persons who receive a grant from NEOA, in the context of the legal relationship which forms the basis of the grant provided by the Foundation or the receipt of a grant to the Foundation.

#### II. Scope of the Rules of Funding, the concept of aid

1. The scope of the Code covers the following:
  - a) Grants to the NEOA for public tasks as defined in the KEKVA Act and for the realization of general, specific, and public interest objectives as defined in point 3 of the Statutes,
  - b) Additional subsidies under the KEKVA Act do not include subsidies under public task financing contracts, assets granted free of charge by the state, subsidies granted to the NEOA through tenders, and the 1% subsidy specified in the Personal Income Tax Act.
2. For these Regulations, the term "grant" shall include donations made without consideration, scholarships, and - except for the provisions of (1) b) - any property, subsidies, or any other property of the exact nature but with a different name (hereinafter collectively referred to as "grant") granted to the Foundation for its activities following the objectives defined in the Foundation's Articles of Association, which are used by the Foundation to fulfill its public tasks as defined in the Act on the Promotion of the EAGGF or to fulfill its activities following the objectives defined in the Articles of Association.

#### III. Common provisions on aid

1. Principles for giving and receiving aid:
  - a) The principle of transparency - the NEOA decides whether to grant or accept a grant, in the exercise of its powers, based on clearly defined criteria, taking into account the

Statutes and these Rules, both in the case of the award of a grant and the case of the acceptance of a grant,

- b) Integrity - NEOA makes decisions on the award or acceptance of grants without bias, with due regard for integrity, following the provisions of the law and NEOA's relevant regulations, and in the context of the NEOA's objectives and public mission,
  - c) Responsibility - in all cases, NEOA decides responsibly and under the requirements of good governance in the award and receipt of grants to achieve the most effective fulfillment of its public service mission as defined in the law.
2. The processing of personal data relating to the receipt of grants and awarding is governed by the Foundation's Privacy Policy and the Information Notice on the Awarding and Acceptance of Grants. If the grantor does not consent to disclose their data under point V.8 of these Rules, their data shall not be disclosed.

#### IV. Practices in the granting and acceptance of aid

- a) in making and receiving grants, including in particular fundraising activities, the activities of any person acting on behalf of or under the authority of the Foundation must not be such as to cause disturbance to others or to prejudice the interests, personal rights, and dignity of others,
- b) fundraising or grant-raising activities for the Foundation may only be carried out based on a decision of the Board of Trustees and a written authorization signed by the Chairman of the Board of Trustees,
- c) the Foundation shall inform the grantor of the use made of the grant awarded to it or, if the person or organization awarding the grant so requires as a condition of the grant, shall account for the use made of the grant,
- d) the acceptance of a grant may not be accompanied by the reservation or granting of any consideration, discount, or another benefit, and the Foundation may not make the acceptance or granting of a grant subject to any conditions other than the purpose for which it is intended,
- e) the Foundation shall ensure publicity for the management, use, and recording of grants following the applicable legislation,
- f) the acceptance or granting of a grant must not be linked to political parties, the Foundation must not be a donor of a political party, and the Foundation's strategy of establishing grants must not be linked to political objectives or be aimed at supporting political activities,

- g) where a company awards the grant, the body awarding the contribution to the Foundation must be a transparent organization that complies with the legal provisions or a company registered in Hungary or abroad with verifiable operational characteristics, in particular registration,
- h) the Foundation provides grants for its public tasks as defined in the KEKVA Act and for the purposes set out in its Statutes under the conditions set out in these Regulations.

#### V. Rules for the receipt of grants

1. The Foundation may not accept a grant for a purpose contrary to the law, the objectives set out in the Foundation's Statutes, or subject to any conditions other than the obligation to provide proof of use.
2. The Foundation reserves the right to refuse to accept any grant if it is contrary to its objectives, contains an impossible condition, or if the manner, amount, or subject matter of the funding is unacceptable to the Foundation.
3. The Board of Trustees decides whether or not to reject the grant. The Board of Trustees shall not give reasons for its decision to the grantor.
4. The Board of Trustees will consider the following criteria when deciding to refuse a grant:
  - a) The identity of the sponsor, the activities carried out by the sponsor in the course of the operation of the person or organization, and the nature of those activities,
  - b) the amount of the aid, information on its origin, the nature of the support offered by the donor and its nature,
  - c) that the Foundation's future activities, grant applications, and objectives are not jeopardized,
  - d) the grant contains a condition, going beyond the content of the accountability obligation, which is incompatible with the purposes of the Foundation, which may harm the Foundation's activities or adversely affect the image of the Foundation's activities.
5. Nature and form of the aid

Grants to the Foundation may be accepted in any form that is suitable for use in furtherance of the Foundation's objectives, including:

- a) a cash grant or donation,
- b) securities or shares in a company,

- c) real or personal property,
  - d) and the provision of services.
6. The priority for the receipt of a grant is a grant related to the objectives of the Foundation as defined in the CECFA Act and the Statutes (earmarked contribution).
7. If the donor provides a grant to the Foundation, which may be used freely:
- a) shall be used primarily to support the University maintained by the Foundation to carry out the public tasks defined in the KEKVA Act,
  - b) may then be used to further the Foundation's objectives as specified in its Statutes,
  - c) may be used to cover the Foundation's operating costs,
  - d) may also be used for ad hoc support under these Rules.
8. The Foundation shall keep a record of the grants covered by these Rules and shall provide information on the use of contributions to the public at least annually through its website. The notification shall include the name of the person or organization which awarded the grant (in the case of a natural person, where they have given their consent to the disclosure of their data), the amount of the funding, and the purpose for which it was awarded.
9. When certifying the grant, the Foundation issues a certificate of the funding received in duplicate to the donor, one copy of which is in possession of the donor and the other in possession of the Foundation, and the certificate includes:
- a) the name of the donor and the Foundation, the name (in the case of a natural person, if they have consented to the processing of their data), the registered office and tax number,
  - b) the title of the grant or donation, whether it is earmarked or unrestricted,
  - c) the date on which the aid was granted and its value.

## VI. Rules for the granting of aid

1. The support provided by the Foundation is primarily aimed at the realization of the public task according to Annex 1, point 18 of the KEKVA Act, which aims at the development of the economic, social, and international relations of Hungarian higher education, to
- a) running an educational, scientific research, student, pupil, teacher, researcher, teacher support program,
  - b) providing means-tested support,
  - c) support the operation of talent management programs.
2. The Foundation may, in addition to performing the tasks specified in point 1, also provide support to the University or the University's teachers, researchers, students, pupils, and

teachers to ensure its activities under Article 17 of the Act on the Promotion of the EALP and the purpose of the Foundation as stated in the Statutes.

3. The aid under points 1 to 2 may be ad hoc or regular and takes the form of support primarily in cash. In the case of grants from non-monetary assets, the Foundation shall primarily use the cash yield of such assets to provide the grant.
4. In the case of immovable property, the grant may be awarded to the University free of charge, while in the case of movable property, the grant may be awarded by transfer of ownership of the movable property or by other means that ensure that the property is free of charge.
5. The Board of Trustees decides to award all grants except as provided in point 7.
6. The proposal supporting the decision of the Board of Trustees shall include at least the following:
  - a) the amount of aid to be granted,
  - b) a brief justification for the assistance and its legal basis and coverage,
  - c) the form and conditions under which the support is granted,
  - d) the criteria and rules for the award of the aid, if it involves an individual award of assistance to a natural person based on an assessment,
  - e) how the support will be implemented, the rules of procedure, and, in the case of a call for proposals, the draft call for proposals,
  - f) if necessary, the rules for accounting for the aid.
7. In using its operating budget, the Board of Trustees may award a maximum total of [HUF 1,000,000] per year to external organizations whose cooperation with the organization is aimed at supporting collaboration in the implementation of the Foundation's public mission or the objectives set out in the Foundation's Statutes, joint projects, goals, scientific or professional cooperation platforms, conferences. The Chairman of the Board of Trustees is entitled to decide on the awarding of grants for individual amounts not more than HUF 150,000 and to report on this at the next meeting of the Board of Trustees.
8. The Board of Trustees shall administer the grant primarily through the University, except the Board of Trustees may decide to involve an external organization.

#### VII. Certain procedural rules for granting the aid

1. The awarding of grants by the Foundation - if it provides individual grants to the University's teachers, students, researchers, and students teachers - is non-discriminatory, non-discriminatory and equal, the Foundation publishes the conditions of the grant in advance, and its procedure for awarding grants ensures identical conditions for all applicants/organizations.

2. Concerning scholarship programs and talent management, it provides support primarily following the procedures and conditions set out by the University in its Reimbursement and Benefits Policy (hereinafter referred to as the "RTP"). If the Foundation wishes to provide support for students of the University in a different way, according to other procedures, or for a different purpose than those set out in the TJSZ, it shall involve the representatives of the Student and Doctoral Student Councils of the University or, in the case of students, the heads of the public education or vocational training institution concerned in the evaluation process.
3. The Foundation shall provide support for the University's teachers, researchers and lecturers primarily through the University, with the proviso that it may request the University to report on the use of the support provided. If the Foundation provides support directly to teachers, researchers, and lecturers at the University, it shall ensure that taking into account the field of expertise of the teachers, researchers, and lecturers concerned, it involves the University's management in the evaluation process, based on a proposal from the Rector.

#### VIII. Conflict of interest rules<sup>1</sup>

1. No person who, or whose close relative, is a member of the Foundation's decision-making body may take part in the decision of the Foundation if, based on the decision
  - (a) is relieved of any obligation or liability; or
  - b) receives any other benefit or is otherwise interested in the transaction to be entered into.
2. Non-monetary services available to anyone without any obligation in the context of the Foundation's benefits for a specific purpose, or those provided by the Foundation in accordance with its articles of association, do not constitute a benefit.

#### Annex 1: Audit trails

---

<sup>1</sup> Amended by Board of Trustees Resolution 16/2023 (IV.06.).