

# **Constitution of the Endowment Fund of Palacký University, Olomouc**

## **I**

### **Registered Office of the Fund**

The registered office of the Fund is at K ířlkovského 8, Postal code: 771 47 Olomouc.

## **II**

### **Fund Assets**

The assets of the Fund are made of the endowment by the Founder as well as donations by natural and legal persons.

## **III**

### **Board of Directors**

1. In addition to the acts defined in the Foundation Deed, the Board of Directors reserves the right:
  - a) to refuse to accept, or as the case may be, return a donation by a natural or legal person if the activities of such a person are clearly contrary to the mission of Palacký University, Olomouc (hereinafter referred to as ōUPö) and the values of a democracy and civic society endorsed by UP;
  - b) for any member of the Board of Directors to make proposals to the Board of Directors on natural persons and projects to which a contribution from the Fund may be granted in addition to the applications received;
  - c) to issue an application form for a contribution from the Fund;
  - d) to establish auxiliary bodies of the Fund, such as committees, working groups, etc.
2. If a member of the Board of Directors wishes to resign, he or she must notify the Board of Directors of the resignation, either at its meeting or in writing to the attention of the President of the Board. The resignation of a member of the Board of Directors takes effect immediately if it is made at a meeting of the Board, upon its consideration by the Board at its next meeting if it is made in writing to the attention of the President of the Board, or on the date of such a meeting if the Board fails to consider the resignation. If a meeting of the Board of Directors fails to be convened within 30 days of the receiving of the resignation in writing by the President of the Board, the membership in the Board terminates upon the lapse of 30 days after the receiving of the resignation in writing.
3. Members of the Board of Directors are entitled to propose to the Founder candidates eligible for appointment to replace the member who has resigned.

#### **IV Supervisory Board**

1. In addition to the acts defined in the Foundation Deed, the Supervisory Board reserves the right to:
  - a) audit the use of the contributions paid from the Fund;
  - b) file applications with the Board of Directors for a contribution to be withdrawn;
  - c) present its opinions on draft amendments to the Constitution of the Endowment Fund of Palacký University, Olomouc, the list of supported activities and the amounts contributed from the Fund;
  - d) make proposals to the Board of Directors on natural persons and projects to which a contribution from the Fund may be granted in addition to the applications received;
2. If a member of the Supervisory Board wishes to resign, he or she must notify the Supervisory Board of the resignation, either at its meeting or in writing to the attention of the President of the Board. The resignation of a member of the Supervisory Board takes effect immediately if it is made at a meeting of the Board, upon its consideration by the Board at its next meeting if it is made in writing to the attention of the President of the Board, or on the date of such a meeting if the Board fails to consider the resignation at this meeting. If a meeting of the Supervisory Board fails to be convened within 30 days of the receiving of the resignation in writing by the President of the Board, the membership in the Board terminates upon the lapse of 30 days after the receiving of the resignation in writing.
3. Members of the Supervisory Board are entitled to propose to the Founder candidates eligible for the appointment to replace the member of the Board of Directors or the Supervisory Board who has resigned.

#### **V Supported Activities**

1. The contributions from the Fund will be used to support projects of scientific and research excellence and significant artistic acts made by students of UP or foreign students studying at UP, as the case may be. Student projects may be carried out at UP, in the business sector, public administration, non-profit sector or at another Czech or foreign university.
2. Subject to compliance with the requirements of Article VI. hereof, contributions from the Fund under Paragraph 1 of this Article will be made to the following classes of beneficiaries:
  - a) master and doctoral degree students in study programmes implemented at UP;
  - b) foreign students of doctoral degree programmes studying at UP.

#### **VI Requirements to Receive a Contribution from the Fund**

1. Master and doctoral students in study programmes implemented at UP will receive a contribution from the Fund provided that:

- a) the applicant is a full-time student of a master's or doctoral degree programme implemented at UP;
  - b) the applicant has not interrupted, not even for part of the academic year, his or her studies;
  - c) the student carries out significant research or artistic activities either at UP or in the business sector, public administration or non-profit sector, or has been sent to another Czech or foreign university to carry out research or artistic activities,
  - d) the student has not committed a disciplinary infraction of which he was found guilty in the disciplinary proceedings prior to receiving the contribution and does not commit such an infraction while receiving the contribution;
  - e) the student has not committed a crime prior to receiving the contribution and does not commit a crime as long while receiving the contribution;
  - f) the student has filed an application for a contribution from the Fund on the prescribed form; the forms will be available on the Fund website;
  - g) the student does not exceed the standard length of study under Act No. 111/1998 Sb., on higher education institutions and the amendment and modification of other acts (the Universities Act), as amended, and under the internal regulations of UP, during his or her master's or doctoral studies.
2. Foreign students in doctoral degree programmes implemented at UP will receive the contribution if they meet the requirements defined in Paragraph 1 hereof except the requirement under Paragraph 1 (c) which is replaced by a requirement for the student to have been sent to study at UP by a foreign university, and except for the requirement under Paragraph 1 (g) replaced by a requirement of not exceeding the maximum length of study, i.e. 4 years.
  3. Contributions from the Fund will be granted at the discretion of the Board of Directors after considering the respective circumstances, namely the following criteria:
    - a) originality and novelty,
    - b) benefit for the respective field,
    - c) benefit for society,
    - d) international dimension of the research project;
    - e) output of the research project and its presentation;
    - f) social or health disadvantage, as the case may be.
  4. All applicants for a contribution from the Fund in accordance with this Article shall fill in an application form for a contribution from the Fund and attach thereto a plain copy of all documents affecting the allocation of the contribution and a budget with a breakdown of all expected expenses.
  5. All applicants for a contribution shall also attach a statement from the head of the respective department where they study; doctoral students shall attach a statement from their supervisor. Foreign doctoral degree students shall attach a statement from the head of the department at which they are to study.
  6. Should the application lack any of the requirements, be incomplete or lack the attached budget, the statement by the competent person in line with the preceding paragraph and documents to be used to justify the eligibility, the Board of Directors will invite the applicant to supplement the application, either in an electronic or a written form; the time

limit set to complete the documents shall not be inferior to 7 days. If the applicant fails to complete the application or provide the required documents within the set time limit, and does not apply for an extension or waiver of the time limit due to reasons of a serious nature, the application is presumed to have not been submitted.

7. If the applicant applies for a contribution to be granted for more periods or projects, he or she must fill in the application form for the contribution for each of the periods or projects and provide all required documents, including the budget.
8. There is no legal entitlement to receive the contribution from the Fund even if all the requirements are met.
9. A contribution will be granted to the applicant on the basis of a written contract between the Fund and the applicant. The applicant will be invited to enter into such a contract by e-mail or by post at the address stated in the application. If the applicant fails to respond to the invitation to enter into the contract within the set time limit, which shall not be less than 15 days, and does not apply for an extension or waiver of this time limit due to reasons of a serious nature, the entitlement to receive the contribution extinguishes.
10. If the applicant provides false information or fails to comply with the requirements stipulated in the contract to receive a contribution from the Fund, the applicant shall return the contribution subject to the decision of the Board of Directors.

## **VII**

### **Contribution from the Fund**

The contribution amount depends on the decision of the Board of Directors after considering the particular circumstances of the respective case. The maximum contribution for one applicant for the entire period of receiving the contribution amounts to CZK 200,000.

## **VIII**

### **Social and Health Disadvantages**

1. For the purposes of granting contributions from the Fund, students with social disadvantages shall include students of UP and foreign students studying at UP, whose maintenance is dependent on their parents or other relatives, who have been awarded child benefits by the competent authorities, or students whose maintenance is not dependent on their parents or other relatives, but whose gross monthly income does not exceed CZK 10,000 or who receive orphan's pension, etc.
2. For the purposes of granting contributions from the Fund, students with health disadvantages shall include students of UP and foreign students studying at UP, who have been declared by the competent authority to suffer from a disability of the second or the third degree. Students must provide a copy of the decision on disability. If a decision on disability is not issued in the country of applicant's permanent residence, the Board of Directors will consider the health disadvantage on a case by case basis.
3. Students applying for contributions from the Fund shall substantiate the social or health disadvantages with a plain copy of the relevant documents, including but not limited to a

decision to award child benefits, a contract of employment with an attached pay sheet, a decision to award orphanø or disability pension, or any other documents substantiating the social or health disadvantages requested by the Board of Directors.

## **IX Modifications of the Constitution**

1. This Constitution may only be modified subject to approval by the Board of Trustees of UP.
2. Any modifications to this Constitution come into force upon signing by the governing body of the Founder and come into effect upon their publication on the website of the Fund.

## **X Final Provisions**

1. This Constitution is adopted for an indefinite period of time.
2. This Constitution comes into force upon signing by the governing body of the Founder and comes into effect upon its publication on the website of the Fund.
3. This Constitution will be filed in the Collection of Documents with the competent court administering the register of foundations and endowment funds.

In Olomouc on .....

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