NARODOWE CENTRUM NAUKI

PRELUDIUM 24 PROPOSAL COMPLETION IN THE OSF SYSTEM

Proposal forms must be filled in with information specified in the NCN Council Resolution applicable to the call and proposal form in the OSF submission system.

Section in the OSF system	Subsection	Language	Description
DURATION [in months]			Funding may be requested in the call for projects lasting: 12 months, 24 months, 36 months, Further sections depend on this information. <u>Project duration cannot be changed later.</u> If the project duration changes, a new proposal must be made.
GENERAL INFORMATION	Project title	Polish and English	Title of the research project in Polish and in English. The title in English must be identical to the title in Polish.
	Keywords	Polish and English	Keywords in English must be identical to the keywords in Polish.
	Primary NCN Review Panel		Select a research field according to the current list of panels available on the [NCN website](). Choose from the list: HS1-HS6, ST1-ST11, NZ1-NZ9. You must not choose more than one. A new list of review panels is in place as of the calls launched on 16 December 2024. Therefore, please make sure that your proposal has been drafted in accordance with the current list of review panels.
	Auxiliary NCN Review Panels		Choose from the list: HS1_01-HS6_022, ST1_01-ST11_16, NZ1_01-NZ9_012 from 1 to 3 of auxiliary NCN review panels, including at least one from the panel, to which a proposal is submitted. Proposals are reviewed within the panels to which they have been submitted. It is not possible to change the panel after the proposal has been submitted. Auxiliary review panels help to select experts and external reviewers for the merit-based evaluation of the proposal.

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			Interdisciplinary proposals, by decision of the Chair of the Expert Panel, may receive additional evaluation by an expert from another panel.
APPLICANT	Applicant's status		Only the following entities may apply for NCN funding for a research project: 1. universities; 2. federation of science and HE entities; 3. research institutes of the Polish Academy of Sciences, operating pursuant to the Act on Research Institutes of 30 April 2010; 4. research institutes, operating pursuant to the Act on Research Institutes of 30 April 2010; 5. international research institutes established pursuant to separate Acts, operating in the Republic of Poland; 5a. Łukasiewicz Centre operating pursuant to the Act on the Łukasiewicz Research Network of 21 February 2019; 5b. institutes operating within the Łukasiewicz Research Network; 6. Polish Academy of Arts and Sciences; 7. other institutions involved in research independently on a continuous basis; 8. groups of entities comprising at least two entities mentioned in sections 1-7 or at least one institution as such together with at least one company; 9. Scientific and industrial centres within the meaning of the Act of 30 April 2010 on research institutes; 10. research centres of the Polish Academy of Sciences within the meaning of the Act of 30 April 2010 on the Polish Academy of Sciences; 11. scientific libraries; 12. companies operating as R&D centres within the meaning of the Act of 30 May 2008 on certain forms of support to innovative activities; 13. legal entities established with their registered office in Poland; 13a. President of the Central Office of Measures; 14. natural persons; 15. companies conducting research in another organisational form than laid down in sections 1-13.

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			The applicant's status indicated in the proposal must comply with the facts and the legal situation. **PLEASE NOTE**: If an individual applies, the project must not be carried out by a group of entities or entity for which project funding constitutes state aid. If a group of entities applies or an individual applies, please provide the name, country and status of the participating entity(ies). Applicants outside the public finance sector or unable to provide a sufficient warranty of proper project performance, who have been in operation for less than 5 years, shall be subject to an additional analysis of their legal, organisational and financial situation. If a natural person applies, the participating entity shall be analysed, and if a group of entities applies, each group member shall be analysed.
PARTICIPATING ENTITIES	Entity's name	Polish and English	Entity's name in Polish and English. Entity (level I only), lower organisational levels must not be entered. In the case of entities of the Polish HE and science system, data is downloaded from the POL-on system. Enter data of entities outside the system from the REGON database. Enter data of entities outside both systems manually. If the participating entity's data is downloaded from the POL-on system or REGON database, most of the information will be downloaded automatically. Verify the data and correct any invalid or outdated data. The National Science Centre cannot modify the participating entity's data. **PLEASE NOTE**: Level II data cannot be entered.
	Country		Only entities with their registered office in Poland may be indicated.
	Leader		If a group of entities applies, name the leader. PI's employer acts as a leader of the group of entities.
	Agreement on collaboration for the purposes of completion of	Polish	If a group of entities applies, an agreement on collaboration for the purposes of completion of the requested research project for should be attached. **PLEASE NOTE:** A group of entities must only include entities with registered office in Poland.

Section in the OSF system	Subsection	Language	Description
	the requested research project		**The agreement template is available in the OSF submission system and call text.** The agreement must be signed by the persons authorised to represent the entities comprising the group of entities. **The agreement template contains the required parts and must not be modified or supplemented with additional cooperation arrangements between entities.** PLEASE NOTE: In the OSF submission system, the agreement is generated as a PDF file. If entities change, a new agreement must be downloaded, signed and uploaded to the system. A group of entities has the right to sign additional documents governing cooperation within the group, but these should not be attached to the proposal in the OSF submission system. Attach the agreement on collaboration in PDF format with electronic signature or the document's scan signed by hand. PLEASE NOTE: Agreements containing mixed forms of signatures will be accepted, e.g. the leader will sign the document with a qualified electronic signature, while the partner(s) will sign it by hand. In this case, the agreement should first be signed by hand and then a scan of the handwritten document should be signed with a qualified electronic signature in the PAdES format. **Documents signed electronically should be affixed with an advanced electronic signature or a qualified electronic signature** compliant with Regulation (EU) No 910/2014 of the European Parliament and of the Council of 23 July 2014 on electronic identification and trust services for electronic transactions in the internal market and repealing Directive 1999/93/EC. PLEASE NOTE: The agreement must contain the signatures of the persons representing the entities comprising the group of entities. If the document is not signed by the authorised representative of the entity, a power of attorney must be attached to the proposal under the _Elektroniczna wysyłka wniosku_ [Electronic submission] tab or to the Agreement.

Section in the OSF system	Subsection	Language	Description
INFORMATION ON PARTICIPATING ENTITY	Head of the entity/Authorised representative		Fill in the required fields as indicated in the system. If the confirmation of proposal submission is signed by an authorised representative of the entity and not by the head of the entity, a power of attorney/authorisation to represent the entity in the scope of submitting the proposal to NCN should be attached to the proposal. The power of attorney must be included under the _Elektroniczna wysyłka wniosku_ [Electronic submission] tab.
	NIP (tax identification number), REGON (statistical identification number) and KRS (court register number)		Fill in the required fields as indicated in the system. If the applicant is not registered in the Commercial Register of the National Court Register, the option "not applicable" should be ticked.
	Contact information		In this tab, please provide your contact details (e.g. phone, e-mail address, Electronic Delivery Box (ePUAP) address, e-delivery address (EDA), website address, etc.). The Electronic Delivery Box (ePUAP) address should have the format: /user-id/box-name. Communication concerning the proposal, including the funding decision, shall be sent to the Electronic Delivery Box (ePUAP) address. **PLEASE NOTE: Electronic Delivery Box (ePUAP) address must be provided.** **E-delivery address (EDA)** Pursuant to the Electronic Delivery of Documents Act of 18 November 2020 (Journal of Laws of 2020, item 2320), the National Science Centre will be required to deliver communications via the public registered electronic delivery service or public hybrid service. At present, it is not required to provide one's electronic delivery (e-delivery) address. More on the date as of which communications must be delivered to the electronic delivery address will be published on the NCN's website: www.ncn.gov.pl/en. How is an e-delivery address structured? An e-delivery address is comprised of letters and numbers as follows: AE:PL-XXXXX-XXXXX-YYYY-ZZ

Section in the OSF system	Subsection	Language	Description
			where: AE - electronic address PL - ISO 3166 country code (in this example, Poland) X - numbers Y - letters Z - checksum number, e.g.: AE:PL-12345-67890-ABCDE-12
	Address of registered office and contact address		Fill in the required fields as indicated in the system.
STATE AID	Will the requested project constitute state aid?		**The principal investigator (PI) and the person(s) representing the entity must read the rules governing application for state aid.** **If state aid is sought, fill in the section as indicated in the system.** The following information must be provided: • start date: for this call edition, 1 April 2026 is the start date, • end date, • enterprise size: micro/small/medium/large, • information on the enterprise, • is the project carried out in collaboration with a research organisation defined in Article 2 (83) of the Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty (YES/NO), • annexes, in accordance with the instruction available on the NCN website in the State aid section. **PLEASE NOTE:** Annexes must be signed with a qualified electronic signature in the PAdES format by the authorised representative of the enterprise. A person who is the principal investigator (PI) must not act as the authorised representative of the applicant. If copies of annexes are submitted (e.g. a copy of financial statements), they must be certified as true copies (the clause

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			"certified as a true copy" placed on each page of the document or the clause "certified as a true copy from page ...to page ..." placed on the first page of the document, together with a legible signature of the authorised representative of the entity). The copy certified as true copy of the original should be scanned, signed with a qualified electronic signature in the PAdES format and attached to the proposal in PDF format.
INTERNATIONAL COOPERATION	Type of cooperation Countries Entities	English	In this section, answer the question "Does the project include any international cooperation?" If "YES", please provide information on the planned international cooperation (country and entity) together with a description of the benefits resulting from the cooperation and choose the type of cooperation as follows: 1. international cooperation with partners from foreign research institutions that do not apply for funding for this purpose within the framework of programmes launched by partner institutions, organised in cooperation with the NCN pursuant to the Lead Agency Procedure; 2. international cooperation with the use of large international research equipment by the Polish research teams. <u>The following are not considered international cooperation:</u> a) participation in international conferences, b) dissemination of information on the project abroad, c) implementation of research tasks by a Polish research team abroad without the participation of investigators from foreign research institutions, d) cooperation with foreign researchers employed by Polish entities. **PLEASE NOTE:** The proposal should not be accompanied by any documents confirming international cooperation. In the case of international cooperation, only the benefits of the cooperation need to be described. If this section includes the names of persons involved in the drafting of the proposal or forecasted project performance, their names must also be

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			entered in the *Osoby wskazane we wniosku* [Persons identified in the proposal] section.
ABSTRACT		English	To be completed in English, up to 4500 characters, with spaces (plain text – no formulas, no graphics). The abstract must include the most important information on the project, as it is included in the call for a review. If this section includes the names of persons involved in the drafting of the proposal or forecasted project performance, their names must also be entered in the *Osoby wskazane we wniosku* [Persons identified in the proposal] section.
ABSTRACT FOR THE GENERAL PUBLIC		Polish and English	Abstract for the general public must be attached in Polish and in English. Both language versions must be identical. The abstract for the general public must include the project's goal, description of research, reasons for attempting a particular research topic, and substantial results expected. It may include drawings/charts/diagrams. Should the project qualify for funding, the abstract for the general public will be published on the National Science Centre's alongside the information on the call's results based on a consent provided in the *Oświadczenia administracyjne* [Administrative declarations] section. The abstract must be dedicated to the general public, including persons who are not experts in a given area or who are not scientists. The descriptions must be attached as two separate PDF files (up to 10 MB). File size: No more than 1 A4 page. Recommended formatting: top-bottom margins: 1.5 cm, left-right margins: at least 2 cm, Times New Roman or equivalent, font size: at least 11, interline: single. If this section includes the names of persons involved in the drafting of the proposal or forecasted project performance, their names must also be entered in the *Osoby wskazane we wniosku* [Persons identified in the proposal] section.

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RESEARCH TASKS		Polish and English	Research tasks planned to be performed by the Polish scientific team in Polish and English. Both language versions must be identical. The purchase of research equipment, participation in conferences, preparation of publications, etc. <u>are not regarded</u> as research tasks. If funding is granted, the Research plan will be attached to the contract. If this section includes the names of persons involved in the drafting of the proposal or forecasted project performance, their names must also be entered in the _Osoby wskazane we wniosku_ [Persons identified in the proposal] section.
RESEARCH TEAM	Number of team members	English	In this section, enter information on the research team (number of team members, type of participation, scope of work, required qualifications). Specify the number of research team members, **no more than 3** (including principal investigator (PI), mentor and, optionally, co-investigator). Only the names of the principal investigator (PI) and mentor are included in the proposal. The principal investigator may include the names of co-investors in the proposal description if it is deemed necessary. **PLEASE NOTE**: If researcher's details downloaded from the OPI database are out of date, information on the researcher must be entered from outside of the OPI Database at https://nauka-polska.pl/#/peopleUpdate?_k=w0m9qg or contact OPI: aktualizacja@opi.org.pl If this section includes the names of persons involved in the drafting of the proposal or forecasted project performance, their names must also be entered in the _Osoby wskazane we wniosku_ [Persons identified in the proposal] section. **PLEASE NOTE:** The terms of the call do not specify the academic degree or title of the mentor required in PRELUDIUM. Generally, there are no reasons why a mentor could not be a PhD holder. The mentor will supervise the project and their scientific track record will also be reviewed during the merit-based evaluation of the proposal.

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			Co-investigators in the project may be at most a PhD holder. The cost and amount of salaries are planned pursuant Point 2.1 of the annex to the Regulations on awarding funding for research tasks funded by the National Science Centre.
PRINCIPAL INVESTIGATOR (PI)	Information	Polish and English	This section must include information on the principal investigator (PI). A principal investigator (PI) can be added from either the OPI Database or from outside the OPI Database. Restriction on submitting proposals in NCN calls are laid down in §8 of the Regulations according to which in a specific call edition, the same person may be named as the principal investigator in one proposal only. Therefore, only one proposal in which the same person is named as the principal investigator may be subject to an evaluation. If the principal investigator (PI) data is entered from the OPI database, most of the information will be downloaded automatically. The data should be verified. **PLEASE NOTE**: If researcher's details downloaded from the OPI database are out of date, information on the researcher must be entered from outside of the OPI Database. The National Science Centre cannot change the data of the principal investigator (PI). A principal investigator (PI) of a project submitted in the PRELUDIUM call may be a person who, on the proposal submission end date **is not a PhD holder in any discipline**. The topic of the project may or may not be related to the topic of the doctoral dissertation. **One can be a principal investigator (PI) in the PRELUDIUM call only once**. **PLEASE NOTE**: The principal investigator must reside in Poland for at least 50% of the project duration period and be available to the host institution. The foregoing obligation does not apply to evidenced project-related business

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			trips or holiday, time off work and other absence from work governed by the applicable laws.
	PhD degree		**PLEASE NOTE:** The system will automatically mark the answer "NO" in reply to the question concerning the PhD degree. According to the terms of the call, the principal investigator (PI) must not be a PhD holder. [1] In addition, the following questions must be answered: - Is the principal investigator (PI) participate a doctoral student? (YES/NO). If the answer is YES, enter the Entity's name in the original language, Entity's name in English, country. - If the principal investigator is not a doctoral student, answer the following question: Is the principal investigator (PI) employed as a university teacher? (YES/NO)
	Information on career breaks – scientific and research track record	Polish	You may enter information on career breaks that extend the period from which academic achievements can be demonstrated, i.e.: projects and publications; for research in arts: artistic achievements and achievements in research in art (the other parts of the scientific and research achievements section concern the whole period of principal investigator's research activity). • Long-term (over 90 days) evidenced sickness benefits or physiotherapy benefits on account of unfitness for work collected over a period of 10 years prior to the proposal submission year. Number of days. • Child care leaver granted pursuant to the Labour Code. Number of days. • For women only: Children born/adopted. Number of children. The period may be extended by 18 months for every child born or adopted. If the number of children is quoted as well as the number of days of child-care

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[1] This condition must be met on the end date of the call for proposals.

Section in the OSF system	Subsection	Language	Description
			leave granted pursuant to the Labour Code, the system will choose whichever option is more advantageous to account for her career break.
	Academic disciplines		Mandatory field. Provide information on the main scientific discipline (according to the Classification of fields and disciplines of science and disciplines of the arts) to which the principal investigator (PI) is assigned. No more than two. The first discipline will be automatically indicated as the main one. This selection can be changed.
	Personal data and contact information	Polish	In this section, enter the details of the principal investigator and their personal data, contact details and addresses: residence address, correspondence address, Electronic ID of the researcher. **PLEASE NOTE**: Enter a valid Electronic Delivery Box (ePUAP) address, e-mail address or e-delivery address (EDA) in the contact information tab. Pursuant to the Act of 18 November 2020 (Journal of Laws of 2020, item 2320), the National Science Centre will be required to deliver communications via the public registered electronic delivery service or public hybrid service. At present, it is not required to provide one's electronic delivery (e-delivery) address. More on the date as of which communications must be delivered to the electronic delivery address will be published on the NCN website: www.ncn.gov.pl/en. Correspondence concerning the proposal, including the funding decision, shall be sent to the Electronic Delivery Box (ePUAP) address or e-mail address or e-delivery address (EDA) of the principal investigator. The Electronic Delivery Box (ePUAP) address should be in the format: /user-id/box-name. How is an e-delivery address structured? An e-delivery address is comprised of letters and numbers as follows: AE:PL-XXXXX-XXXXX-YYYY-ZZ where: AE - electronic address PL - ISO 3166 country code (in this example, Poland)

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				X - numbers Y - letters Z - checksum number, e.g.: AE:PL-12345-67890-ABCDE-12 In case the principal investigator (PI) does not have an Electronic Delivery Box (ePUAP), their e-mail address should be provided. **Researcher's electronic identifier** – optional, ORCID system identifier (www.orcid.org)
	Employment		Polish and English	The name of the entity in Polish and English and the position held. Available option: no employment.
	Academic and Research Track Record	Academic and Research Career	English	**PLEASE NOTE**: Tab to be completed in English. In this tab, provide the key information on your academic and research career, scientific or artistic activity other than publication- or grant-related activity, other scientific achievements and other major aspects allowing the expert team to accurately evaluate your scientific track record as a stage in the career. **RECOMMENDED TEMPLATE:** **Information on education, academic degrees/titles and employment** (date degree/title conferred, institution, discipline; start date – end date, institution, and position) **Research visits and fellowships in Poland and abroad** (duration, country, institution, type of visit) **Lectures and presentations** (information on keynote speeches and presentations delivered at prestigious international conferences; For research in art, information on active participation in renowned artistic events) **Prizes and awards** (date, type and place of award; the most important national and international awards for research or artistic activity) **Other major achievements** (e.g. training young staff, teaching, organisational and social activity, patents, cooperation with business environment,

Section in the OSF system	Subsection	Language	Description
			membership in editorial boards of renowned academic press/ journals, reviewing) **Other key information impacting the evaluation of the academic and research career** (e.g. long career breaks or non-academic professional activity). <u>The above template is recommended but not compulsory. Researcher's CV is meant to promote the freedom of speech.</u> The description should be clear and explicit. Page limit: 8,000 characters, with spaces. **PLEASE NOTE**: Do not disclose any <u>sensitive data</u> for the purposes of Article 9 (1) of the Personal Data Protection Regulation*. The National Science Centre is not authorised to process personal data as part of its statutory tasks. *It is not allowed to process personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union memberships, as well as processing genetic data, biometric data to clearly identify a natural person or data concerning their health, sex life or sexual orientation.*
	Publication Record		Up to 10 most important papers published or accepted for publication (letter of acceptance required) in the proposal submission year or over the period of 10 years prior to the proposal submission year (i.e. from 01.01.2015 to 17.06.2025). For research in art, up to 10 most important papers published or accepted for publication (letter of acceptance required) or artistic achievements and achievements in research in art in the proposal submission year or over the period of 10 years prior to the proposal submission year (i.e. from 01.01.2015 to 17.06.2025). Enter the following information: authors, title in the original language [and English translation of the title], journal, title of monograph in the original language, year of publication, publisher, place of publication, volume/book

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			number, pages, ISBN/ISSN, editors, open access (YES/NO), number of citations without self-citation, publication status (published/accepted for publication), publication DOI number, information on whether or not the publication-related data was made available (YES/NO), DOI number of publication-related data (or other permanently assigned identifier). The period from which publications must be provided will be extended by any career breaks disclosed in *Informacje o przerwach – ankieta dorobku* [Information on career breaks – scientific and research track record]
	Artistic Achievements		**PLEASE NOTE:** Tab to be completed in English. For research in art, up to 10 most important artistic achievements and achievements in research in art (in the proposal submission year or over the period of 10 years prior to the proposal submission year, i.e. from 01.01.2015 to 17.06.2025) with a national or international impact, e.g. authoring and publishing a work of art (a musical score, a record), directing a film, a play, an opera, playing a lead role, authoring an individual exhibition, actively participating in a foreign or Polish festival with an international impact, directing an international artistic venture. **Enter a total of up to 10 publications or artistic achievements and/or achievements in research in art.** The period from which publications, artistic achievements or achievements in research in art must be provided will be extended by any career breaks disclosed in the *Informacje o przerwach – ankieta dorobku* [Information on career breaks – scientific and research track record] section.
	NCN - funded research		**PLEASE NOTE**: Tab to be completed in English. Information on research project management or other research funding under NCN calls in the proposal submission year or over the period of 10 years prior to the proposal submission year (i.e. from 01.01.2015 to 17.06.2025). Research project management means acting as the principal investigator in a project submitted to NCN calls, such as OPUS, SONATINA, SONATA, SONATA

Section in the OSF system	Subsection	Language	Description
			BIS, MAESTRO, HARMONIA, SYMFONIA, PRELUDIUM (the mentor is not the principal investigator), PRELUDIUM BIS or to international calls. Other research funding under NCN calls means: − Fuga or Uwertura fellowships; − Etiuda scholarships and scholarship programme for researchers from Ukraine; − research activities under Miniatura; − research components in projects funded under the NAWA programmes. In this section, you must not enter research projects or other awarded funding if you have acted as, for example: − mentor under Preludium, etc.; − research supervisor under Etiuda; − investigator / chief investigator under Opus, Maestro, etc.; − scholarship grantee/ student/ PhD student/ post-doc/ senior researcher under Opus, Maestro, etc.. Enter the title, registration number, source(s) of funding, call name, amount, currency, participating entity, start date, end date, evaluation result (only when project data is downloaded automatically), list of major publications resulting from the project, publications added by the editor (i.e. published after the submission of the report), in the absence of scientific publications – a brief description of other research outputs. The period from which projects must be presented will be extended by any career breaks disclosed in the *Informacje o przerwach – ankieta dorobku* [Information on career breaks – scientific and research track record] section. In the *Dane pobrane automatycznie* [Data downloaded automatically] section, project data is entered automatically based on the principal investigator's PESEL number. For research completed and settled, information on the recommendation and decision of the National Science Centre will be available.

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			In the *Dane wprowadzane ręcznie* [Data entered manually] section, the Applicant enters information that has not been entered in the *Dane pobrane automatycznie* [Data downloaded automatically] section. The foregoing applies to Dioscuri, Express call to fund research into Covid-19, Artiq, NCN programmes for students and PhD students from Ukraine, where proposals are completed outside of the OSF submission system. This section can also be used in specific cases when the data cannot be entered automatically because the PESEL number is missing or has been changed. **PLEASE NOTE**: Projects that have been recommended for funding by the Ministry of Science and Higher Education and whose documents have been submitted to the National Science Centre must be entered in the *Inne projekty badawcze spoza NCN* [Other research projects outside NCN] section.
	Other non-NCN research project		**PLEASE NOTE**: Tab to be completed in English. Data to be entered manually. Provide information on research project management under other (non-NCN) national or international calls in the proposal submission year or over the period of 10 years prior to the proposal submission year (i.e. from 01.01.2015 to 17.06.2025). Enter up to five projects in which you have acted as principal investigator and which: − were (or have been) performed in the proposal submission year or over the period of 10 years prior to the proposal submission year; − have been funded from the funds for research; − have been selected in national or international calls; and − have not been funded from the operating support funds. Acting as a principal investigator is also understood as management/coordination of a research team in international projects or programmes.

Section in the OSF system	Subsection		Language	Description
				Enter the title, registration number, source(s) of funding, call name, amount, currency, participating entity, start date, end date, list of major publications resulting from the project, publications added by the editor, in the absence of scientific publications – a brief description of other research outputs. The period from which projects must be provided will be extended by any career breaks disclosed in the _Informacje o przerwach – ankieta dorobku_ [Information on career breaks – scientific and research track record] section. **PLEASE NOTE**: This section should indicate projects recommended for funding by the Ministry of Science and Higher Education and whose documents were submitted to the National Science Centre.
		Major research achievements		**PLEASE NOTE:** Tab to be completed in English. Description of the most important research achievement. Page limit: No more than 1 800 characters, with spaces. **PLEASE NOTE:** The tab must not be left empty. If the most important achievement is missing, enter: none.
MENTOR	Information		Polish and English	This section should provide information on the mentor supervisor of the principal investigator (PI). Researcher's personal data and electronic ID must be entered. The mentor can be added from the OPI or from outside the OPI Database. If the mentor's data are entered from the OPI database, most of the information will be downloaded automatically. The data must be verified. **PLEASE NOTE:** If researcher's data entered from the OPI database is erroneous or outdated data, their data must be entered from outside the OPI database. The National Science Centre cannot change the mentor's data. **Researcher's electronic identifier** – optional, ORCID system identifier (www.orcid.org).
	Employment		Polish and English	The name of the entity in Polish and English and the position held. You can also choose the option "without employment".

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	Information on career breaks – scientific and research track record			You can enter information on career breaks extending the period from which scientific achievements can be shown, i.e.: projects and publications; for research in art: artistic achievements and achievements in research in art (the other parts of the academic and research track record concern the entire period of mentor's research activity). • Long-term (over 90 days) evidenced sickness benefits or physiotherapy benefits on account of unfitness for work over the period of 10 years prior to the proposal submission year. Number of days. • Childcare leave granted pursuant to the Polish Labour Code. Number of days. • For women: Children born or adopted. Number of children. The period may be extended by 18 months for every child born or adopted. If the number of children is quoted as well as the number of days of childcare leave granted pursuant to the Labour Code, the system will choose whichever option is more advantageous to account for researcher's career breaks.
	Mentor's statement			The proposal must be appended with a Mentor's statement that he/she is familiar with the research project description and project supervision. A template statement is available in the OSF submission system and in the call text. **PLEASE NOTE:** File format: PDF; a file with an electronic signature in PAdES format[2] or scan of a document signed by hand is acceptable.
	Academic and Research Track Record	Academic and Research Career	English	**PLEASE NOTE:** Tab to be completed in English. In this tab, provide the key information on your academic and research career, scientific or artistic activity other than publication- or grant-related activity, other scientific achievements and other major aspects allowing the expert team to accurately evaluate your scientific achievements as a stage in the career.

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[2] Documents signed with an electronic signature should bear an advanced electronic signature or a qualified electronic signature complying with Regulation (EU) No 910/2014 of the European Parliament and of the Council of 23 July 2014 on electronic identification and trust services for electronic transactions in the internal market and repealing Directive 1999/93/EC.

Section in the OSF system	Subsection	Language	Description
			RECOMMENDED TEMPLATE: **Information on education, academic degrees/titles and employment** (date degree/title conferred, institution, discipline; start date – end date, institution, and position) **Research visits and fellowships in Poland and abroad** (duration, country, institution, type of visit) **Lectures and presentations** (information on keynote speeches and presentations delivered at prestigious international conferences; For research in art, information on active participation in renowned artistic events) **Prizes and awards** (date, type and place of award; the most important national and international awards for research or artistic activity) **Other major achievements** (e.g. training young staff, teaching, organisational and social activity, patents, cooperation with business environment, membership in editorial boards of renowned academic press/ journals, reviewing) **Other key information impacting the evaluation of the academic and research career** (e.g. concerning long career breaks or non-academic professional activity). The above template is recommended but not compulsory. Researcher's CV is meant to promote the freedom of speech. The description should be clear and explicit. Page limit: 8,000 characters, with spaces. **PLEASE NOTE**: Do not disclose any sensitive data for the purposes of Article 9 (1) of the Personal Data Protection Regulation*. The National Science Centre is not authorised to process personal data as part of its statutory tasks. *It is not allowed to process personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union memberships, as well as processing genetic data, biometric data to clearly identify a natural person or data concerning their health, sex life or sexual orientation.*

Section in the OSF system	Subsection	Language	Description
		Publication Record		Up to 10 of the most important papers published or accepted for publication (letter of acceptance required) in the proposal submission year or over the period of 10 years prior to the proposal submission year (i.e. from 01.01.2015 to 17.06.2025). For research in art, up to 10 of the most important papers published or accepted for publication (letter of acceptance required) or artistic achievements and achievements in research in art in the proposal submission year or over the period of 10 years prior to the proposal submission year (i.e. from 01.01.2015 to 17.06.2025). Enter the following information: authors, title in the original language [and English translation of the title], journal, title of monograph in the original language, year of publication, publisher, place of publication, volume/book number, pages, ISBN/ISSN, editors, open access (YES/NO), number of citations without self-citation, publication status (published/accepted for publication), publication DOI number, information on whether or not the publication-related data was made available (YES/NO), DOI number of publication-related data (or other permanently assigned identifier). The period from which the publication record must be provided will be extended by any career breaks disclosed in the *Informacje o przerwach – ankieta dorobku* [Information on career breaks – scientific and research track record] section.
		Artistic Achievements		**PLEASE NOTE:** Tab to be completed in English. For research in art: description of up to 10 of the most important artistic achievements and achievements in research in art (in the proposal submission year or over the period of 10 years prior to the proposal submission year, i.e. from 01.01.2015 to 17.06.2025) with a nationwide or international impact, e.g. authoring and publishing a work of art (a musical score, a record), directing a film, a play, an opera, playing a lead role, authoring an individual exhibition, actively participating in a foreign or Polish festival with an international impact, directing an international artistic venture.

Section in the OSF system	Subsection	Language	Description
			Enter a total of up to 10 publications or artistic achievements and/or achievements in research in art. The period from which publications, artistic achievements or achievements in research in art must be provided will be extended by any career breaks disclosed in the _Informacje o przerwach – ankieta dorobku_ [Information on career breaks – scientific and research track record] section.
	NCN-founded research		**PLEASE NOTE:** Tab to be completed in English. Information on managing research projects or other research funding under NCN calls in the proposal submission year or over the period of 10 years prior to the proposal submission year (i.e. from 01.01.2015 to 17.06.2025). Research project management means acting as the principal investigator in a project submitted to NCN calls, such as OPUS, SONATINA, SONATA, SONATA BIS, MAESTRO, HARMONIA, SYMFONIA, PRELUDIUM (the mentor is not the principal investigator), PRELUDIUM BIS or to international calls. Other research funding under NCN calls means: − FUGA or UWERTURA fellowships; − ETIUDA scholarships and scholarship programme for researchers from Ukraine; − research activities under MINIATURA; − research components in projects funded under the NAWA programmes. In this section, you must not enter research projects or other awarded funding if you have acted as, for example: − mentor under PRELUDIUM, etc.; − research supervisor under ETIUDA; − investigator / chief investigator under OPUS, MAESTRO, etc.; − scholarship grantee/ student/ PhD student/ post-doc/ senior researcher under OPUS, MAESTRO, etc.. Enter the title, registration number, source(s) of funding, call name, amount, currency, participating entity, start date, end date, evaluation result (only when project data is downloaded automatically), list of major publications

Section in the OSF system	Subsection	Language	Description
			resulting from the project, publications added by the editor (i.e. published after the submission of the report), in the absence of scientific publications – a brief description of other research outputs. The period from which projects must be presented will be extended by any career breaks disclosed in the _Informacje o przerwach – ankieta dorobku_ [Information on career breaks – scientific and research track record] section. In the _Dane pobrane automatycznie_ [Data downloaded automatically] section, project data is entered automatically based on the principal investigator's PESEL number. For research completed and settled, information on the recommendation and decision of the National Science Centre will be available. In the _Dane wprowadzane ręcznie_ [Data entered manually] section, the Applicant enters information that has not been entered in the _Dane pobrane automatycznie_ [Data downloaded automatically] section. The foregoing applies to Dioscuri, Express call to fund research into Covid-19, Artiq, NCN programmes for students and PhD students from Ukraine, where proposals are completed outside of the OSF submission system. This section can also be used in specific cases when the data cannot be entered automatically because the PESEL number is missing or has been changed. **PLEASE NOTE**: Projects that have been recommended for funding by the Ministry of Science and Higher Education and whose documents have been submitted to the National Science Centre must be entered in the _Inne projekty badawcze spoza NCN_ [Other research projects outside NCN] section.
	Non -NCN research project		**PLEASE NOTE**: Tab to be completed in English. **Data to be entered manually.** Provide information on research project management under other (non-NCN) national or international calls in the proposal submission year or over the period of 10 years prior to the proposal submission year (i.e. from 01.01.2015 to 17.06.2025).

Section in the OSF system	Subsection	Language	Description
			Enter up to five projects in which you have acted as principal investigator and which: − were (or have been) performed in the proposal submission year or over the period of 10 years prior to the proposal submission year; − have been funded from the funds for research; − have been selected in national or international calls; and − have not been funded from the operating support funds. Acting as a principal investigator is also understood as management/coordination of a research team in international projects or programmes. Enter the title, registration number, source(s) of funding, amount, currency, participating entity, start date, end date, list of major publications resulting from the project, publications added by the editor, in the absence of scientific publications – a brief description of other research outputs. The period from which projects must be provided will be extended by any career breaks disclosed in the *Informacje o przerwach – ankieta dorobku* [Information on career breaks – scientific and research track record] section. **PLEASE NOTE**: This section should indicate projects recommended for funding by the Ministry of Science and Higher Education and whose documents were submitted to the National Science Centre.
	Major research achievements		**PLEASE NOTE:** Tab to be completed in English. Description of the most important research achievement. Page limit: No more than 1 800 characters, with spaces. **PLEASE NOTE:** The tab must not be left empty. If the most important achievement is missing, enter: none.
ETHICAL ISSUES		English	**PLEASE NOTE:** Tab to be completed in English. Before completing the section in the OSF submission system, read the following documents annexed to the call text: *Guidelines for applicants to complete the Ethics Issues form in the proposal* and *Code of the National Science Centre on research integrity and applying for research funding,*

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Section in the OSF system	Subsection	Language	Description
			Then complete the relevant sections. **Answer the questions in each individual group. If individual questions do not apply to the project, use the _NIE na wszystkie_ [NO to all] button to answer „NO to all" questions or all question in a group.** When the answer to any question is YES, describe the measures that have been/ will be taken to ensure that the research covered by the PRELUDIUM proposal is carried out in compliance with applicable law and best practice rules in a field/discipline as well as provide information on any consent granted or information on how the requirements will be fulfilled. **PLEASE NOTE**: There is no obligation to attach any consent or permit to the proposal or include information on consents or permits that have been already granted. In the case of research that require any such consents or permits, they must be granted beforehand and annexed to the nearest annual/ final report. In the case of research projects which include clinical trials with a medicinal product or a medical device, provide a detailed justification of the non-commercial nature of the trials.
DATA MANAGEMENT PLAN		English	**PLEASE NOTE:** Tab to be completed in English. Before completing this part of the proposal, read the following document "Guidelines for applicants to complete the data management plan in the proposal". You can tick: "Does not apply". The NCN acknowledges that some projects will not generate, re-use or analyse research data or similar materials. In these cases, a short explanation is required as an answer to question 1.1. How will new data be collected or produced and/or how will existing data be re-used?
SIMILAR RESEARCH TASKS	Principal Investigator (PI)	English	The following questions must be answered: - Is the principal investigator (PI) applying for funding of the research tasks included in this proposal also from other sources? (YES/NO) If the answer is YES, enter the sources of funding.

Section in the OSF system	Subsection	Language	Description
			- Is the principal investigator (PI) currently working on or has he/she completed research tasks similar to the tasks included in this proposal? (YES/NO) If the answer is YES, enter the ongoing and completed research tasks for which double funding might be suspected if funding is obtained for research tasks covered by this proposal. The explanation should clearly indicate the differences between the research tasks and justify the need to fund the research tasks in this proposal. If the answer is YES, enter the sources of funding. If this section includes the names of persons involved in the drafting of the proposal or forecasted project performance, their names must also be entered in the *Osoby wskazane we wniosku* [Persons identified in the proposal] section.
	Authorship/co-authorship of the project		The principal investigator is: • the author of project descriptions • co-author of project descriptions. Please explain if the principal investigator (PI) is the author or co-author of the project descriptions. If he/she is a co-author, name the authors of the project descriptions. Information must comply with the facts and the legal situation.
	Entity(-ies)		Information about applying for funding of research tasks specified in the proposal from other sources must also be provided by the entity/entities (in a group of entities applies). Answer the following question: Is the entity applying for funding of research tasks included in this proposal also from other sources? If YES, enter the sources of funding.

Section in the OSF system	Subsection	Language	Description
SHORT PROJECT DESCRIPTION		English	A short project description (up to 5 pages) must include the following information: 1. scientific goal of the project (description of the problem to be solved, research questions and hypotheses); 2. significance of the project (state of the art, justification for tackling a specific scientific problem, justification for the pioneering nature of the project, the impact of the project results on the development of the research field and scientific discipline); 3. concept and work plan (general work plan, specific research goals, results of preliminary research, e.g. a Gantt chart, including milestones, risk analysis); 4. research methodology (underlying scientific methodology, methods, techniques and research tools, methods of results analysis, equipment and devices to be used in research); 5. composition and qualifications of the research team, including (if applicable) achievements of the co-investigators identified in the proposal; 6. project literature (a reference list for publications included in the project description, with full bibliographic data). Text limit of 5 pages A4 applies to the description (Points 1-5). The project literature (Point 6) does not count towards the page limit. Information on Page 6 (except for the short project description) other than project literature shall be rejected as ineligible. The above-mentioned sections, including references to literature, are mandatory and if any of them is missing, the project will be rejected on the grounds that it does not meet the eligibility criteria. . The system does not verify compliance of the description with the eligibility criteria of the page limit. The applicant is responsible for ensuring that the description is correct. If the page limit is exceeded, the proposal may be rejected on the grounds that it does not meet the eligibility criteria.

Section in the OSF system	Subsection	Language	Description
			PLEASE NOTE: Experts evaluating the proposal at stage 1 of the merit-based evaluation have no access to the full project description, therefore this description must include information necessary for the proposal to be evaluated. The description must be delivered as in PDF format (up to 10 MB). Recommended formatting: top-bottom margins: 1.5 cm, left-right margins: at least 2 cm, Times New Roman or equivalent, font size: at least 11, interline: single. If researchers involved in the drafting of the proposal or project performance are identified in this section, their names must be entered in the _Osoby wskazane we wniosku_ [Persons identified in the proposal] section.
FULL PROJECT DESCRIPTION		English	A full project description (up to 15 pages) must include the following information: 1) scientific goal of the project (description of the problem to be solved, research questions and hypotheses); 2) significance of the project (state of the art, justification for tackling a specific scientific problem, justification for the pioneering nature of the project, the impact of the project results on the development of the research field and scientific discipline); 3) concept and work plan (general work plan, specific research goals, results of preliminary research, e.g. a Gantt chart, including milestones, risk analysis); 4) research methodology (underlying scientific methodology, methods, techniques and research tools, methods of results analysis, equipment and devices to be used in research); 5) composition and qualifications of the research team, including (if applicable) achievements of the co-investigators named in the proposal;

Section in the OSF system	Subsection	Language	Description
			6) project literature (a reference list for publications included in the project description, with full bibliographic data).
			Text limit of 15 pages A4 applies to the description (Points 1-5). The project literature (Point 6) does not count towards the page limit. The project literature (Point 6) does not count towards the page limit. Information on Page 6 (except for the short project description) other than project literature shall be rejected as ineligible. The above-mentioned sections, including references to literature, are mandatory and if any of them is missing, the project will be rejected on the grounds that it does not meet the eligibility criteria. The system does not verify compliance of the description with the eligibility criteria of the page limit. The applicant is responsible for ensuring that the description is correct. If the page limit is exceeded, the proposal may be rejected on the grounds that it does not meet the eligibility criteria.
			PLEASE NOTE: Experts evaluating the proposal at stage 2 of the merit-based evaluation have no access to the short project description, therefore this description must include information necessary for the proposal to be evaluated.
			The description must be delivered as in PDF format (up to 10 MB).
			Recommended formatting: top-bottom margins: 1.5 cm, left-right margins: at least 2 cm, Times New Roman or equivalent, font size: at least 11, interline: single.
			If researchers involved in the drafting of the proposal or project performance are identified in this section, their names must be entered in the _Osoby wskazane we wniosku_ [Persons identified in the proposal] section.

Section in the OSF system	Subsection	Language	Description
SALARIES AND SCHOLARSHIPS	Principal investigator (PI)	Polish and English	Salaries shall be paid pursuant to the [Regulations on awarding funding for research tasks funded by the National Science Centre as regards research projects](#) applicable to the current edition of the Prelude call, principal investigator's remuneration can only be paid from the pool allocated for **additional remuneration**. The budget for additional remuneration <u>for the principal investigator (PI) and other investigators</u> per each month of project performance, shall total up to PLN 1.500. A research team member remunerated pursuant to an employment contract by the host institution for the project must not be paid additional remuneration (if any) pursuant to a civil law contract.
	Mentor		According to the terms of the call, **the mentor must not be the beneficiary of the funding**.
	Investigator		Under PRELUDIUM, the budget for additional remuneration for the principal investigator (PI) and other investigators per each month of project performance shall total up to PLN 1.500. Additional remuneration can be paid to the research team members employed pursuant to a full-time or part-time employment contract and under civil law contract. For more information on the cost, please refer to the [Regulations](#). If the costs are unreasonable, a proposal may be rejected.
RESEARCH EQUIPMENT			This category covers the cost **of purchase or manufacturing of research equipment**, other devices and software crucial to research. **The cost of research equipment, devices and software must not exceed 30% of requested funds for the research project.** The project funds must not be used to finance or co-finance the purchase or manufacturing of research equipment and IT infrastructure with unit cost of over PLN 500,000. The cost of leasing of research equipment is non-eligible.

Section in the OSF system	Subsection	Language	Description
OTHER COSTS			Costs must be planned pursuant to the Regulations on awarding funding for research tasks funded by the National Science Centre as regards research projects. In the *Inne koszty bezpośrednie* [Other direct costs] section, indicate the relevant type of costs, their amount and the justification for their expenditure. The cost estimate must be justified in relation to the subject and scope of the research, based on realistic calculations and specify the expenses that will be covered by NCN funds (so-called eligible costs). Costs indicated in the Regulations as ineligible cannot be planned. Eligible costs are divided into indirect costs and direct costs. The Regulations specify which type of costs can be financed from direct costs and which from indirect costs. Direct costs can be planned in the following categories: • materials and small equipment; • outsourced services (in the case of publications covered by the NCN's Open Access Policy, such costs relate to services pertaining to manuscript preparation for submission to the publisher); • business trips; • visits and consultations; • collective investigators; • other (other costs). If researchers involved in the drafting of the proposal or project performance are identified in this section, their names must be entered in the *Osoby wskazane we wniosku* [Persons identified in the proposal] section.

Section in the OSF system	Subsection	Language	Description
OPEN ACCESS			Open Access indirect costs: this category can include the cost of open access to publications and/or research data (up to 2% of direct costs). Please enter the amount of Open Access costs for the project performance period (in PLN). The cost of publication subject to the NCN's Open Access Policy can only be planned as part of indirect costs. Open Access costs, except for the publication of monographs, monograph chapters and peer-reviewed collective works, must not be planned as under direct costs. The National Science Centre allows certain Open Access publication costs to be paid as other direct costs or entity's contribution. More information on Open Science can be found here.
OTHER DIRECT COSTS			In this section, enter the amount of other indirect costs. For entities where no state aid is planned, enter a percentage [%]. Indirect costs of up to 20% of direct costs can be planned. They may be allocated to costs indirectly related to the project, including costs of open access to publications and/or research data. For entities where state aid is planned, enter the [PLN] amount of other indirect costs in particular years of project performance and the percentage [%] will be calculated automatically. Indirect costs in projects with state aid are calculated differently, therefore we recommend that you complete the Budget section starting with the Specific cost breakdown to make sure that the maximum costs are calculated correctly. Read the new rules according to which indirect costs are calculated. During the project performance, the participating entity must arrange with the principal investigator for the distribution of at least 25% of the indirect cost's value.
BUDGET SUMMARY			In this section, enter a summary breakdown of the costs by year, according to the declared project performance period. In this section, the percentage of Open Access indirect costs and other indirect costs will be presented.

Section in the OSF system	Subsection	Language	Description
SPECIFIC COST BREAKDOWN			**Applies for entities where project funding constitutes state aid.** Indirect costs in projects with state aid are calculated differently, therefore we recommend that you complete the Budget section starting with the Specific cost breakdown to make sure that the maximum costs are calculated correctly. 1. Type of expenditure 2. Cost category 3. Cost type 4. Total gross cost [PLN] 5. Eligible cost [PLN] 6. Own contribution [PLN] 7. NCN contribution [PLN] 8. Year **Note:** The sum of the costs of category O (indirect costs) may not exceed 20% of the sum of costs in categories: A, W, E, G.
ADMINISTRATIVE DECLARATIONS			This section of the proposal contains administrative declarations that must be accepted by the principal investigator (PI) and authorised representative of the participating entity.
PERSONAL DATA PROTECTION			Information on personal data processing. Personal data provided by principal investigators (PIs) and applicants in the proposal will be processed by the National Science Centre until the project end date and project settlement (if funding is awarded), and afterwards will be used for statistical purposes. The data collected will be processed for the purposes of evaluating the proposal, project and tasks carried out by the NCN, and disseminating information on the calls organised by the NCN. Data processing also includes monitoring, supervision and evaluation of the implementation and settlement of projects funded by the NCN. For more information, please refer to https://ncn.gov.pl/en/dane-osobowe

Section in the OSF system	Subsection	Language	Description
EXPERTS	Information on potential conflict of interest – for NCN staff only		In this part of the proposal, the principal investigator (PI) may indicate up 3 researchers who should not evaluate the proposal due to a potential conflict of interest. Their names and affiliations should be provided. The NCN will select researchers to act as the experts.
INDIVIDUALS IDENTIFIED IN THE PROPOSAL		Polish	In this section, the applicants are reminded of their duty to notify the individuals identified in the proposal that their personal details (name, affiliation) are disclosed in the proposal. The foregoing applies to all researchers involved in the preparation of the proposal or project performance. An organised list of such individuals will allow faster verification of a potential conflict of interest that may occur at any stage of project evaluation and project performance and/or settlement. Identify all individuals named in any part of the proposal, in particular, in the following sections: − international cooperation, − abstract, − abstract for the general public, − research tasks, − research team, − similar research tasks/ co-authorship of project descriptions, − description/ short description/ full description, − other costs: visits/ consultations. **PLEASE NOTE**: This section includes a new declaration concerning names of researchers involved in the preparation of the proposal or project performance disclosed in the proposal. They must be notified that they are identified in the proposal. This section is not subject to an evaluation.

Section in the OSF system	Subsection	Language	Description
ELECTRONIC SUBMISSION *The section will appear after clicking "Block for the NCN"*	PI's confirmation of proposal submission Entity's confirmation of proposal submission		Once you have filled in the individual tabs of the proposal form and verified that it is complete, you can block any further editing by clicking the *Zablokuj do NCN* [Block to NCN] button. Once the proposal has been blocked to NCN, only the short and full project descriptions can be edited. Once the proposal has been blocked, a new *Elektroniczna wysyłka* [Electronic submission] tab will appear on the left-hand side menu. In this section, download: • confirmation of proposal submission from the principal investigator and • confirmation of proposal submission from the entity. The confirmations of proposal submission from the principal investigator and from the entity downloaded from the OSF submission system are affixed with an electronic OPI PIB seal. This seal is used to ensure the integrity of the data on a document that has been generated (it can be verified that data has not been altered, added or deleted in an unauthorised manner). The OPI-PIB seal confirms that the source of data is the OSF system. Confirmations of proposal submission must be signed and attached to the proposal before it is sent to the NCN. Confirmations may be signed in two ways: by hand or electronically. If a group of entities applies, a confirmation of proposal submission is signed by the authorised representative of the leader of the group of entities. If a confirmation is signed electronically, it must be appended here: Dodaj potwierdzenie podpisane elektronicznie [Add confirmation signed electronically]. The original must be kept until the end date of the proposal evaluation procedure, and if the proposal is recommended for funding, until the date of signing the funding agreement. If a confirmation is signed electronically, it must be affixed with an advanced electronic signature or qualified electronic signature complying with Regulation (EU) No 910/2014 of the European Parliament and of the Council

Section in the OSF system	Subsection	Language	Description
			of 23 July 2014 on electronic identification and trust services for electronic transactions in the internal market and repealing Directive 1999/93/EC. At the NCN's request, applicants must prove that their electronic signatures comply with the eIDAS Regulation. **PDF is the only format acceptable in the OSF system. Therefore, electronic signatures must be in the PAdES format.** If the confirmation of proposal submission from the principal investigator is signed by anyone other than the principal investigator, an authorisation to represent the principal investigator (PI) must be attached to this section. The authorisation may be attached to the proposal in an electronic format or as a scan of the document signed by hand. If the confirmation of proposal submission from the entity is not signed by the principal investigator but their authorised representative (rector, director, etc.), a power of attorney/ authorisation to represent the institution for the purposes of submitting the proposal to the NCN must be annexed to this section. A power of attorney/ authorisation may be attached in an electronic format or as a scan of the document signed by hand. When electronically signed files are attached to a proposal, the system verifies that the document relates to the proposal and its final version, and that it contains the OPI seal and electronic signature. The system does not verify the validity of certificates of attached electronically signed files. **PAdES is the only acceptable format for electronic signatures**. **PLEASE NOTE**: Confirmations that relate to the final version of the proposal must be attached to the proposal.