

MUNI

COMMUNITY
FUND

ANNOUNCEMENT AND RULES OF
THE INTERNAL COMPETITION

3RD CALL, MARCH 2026

Masaryk University

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COMMUNITY FUND 2026

1. BASIC PARAMETERS OF THE COMPETITION

The purpose of the internal competition is to fulfill the university's vision as set out in its Strategic Plan for 2021-2028, strategic objective 3.3: *To support altruistic initiatives towards the public initiated by students and employees through an open environment for helping those in need, developing community activities and volunteering*, and objective 3.5: *Strengthen the sense of belonging of students, employees, and graduates to the university and create a university community that shares common values as a basic prerequisite for fulfilling all university roles*.

- **Eligible applicants are MU students** (or groups of students) at any level and in any form of study (bachelor's, master's, doctoral; full-time or part-time; in Czech or English study programs) with a selected **MU employee as a mandatory co-researcher**.
- **Financial support for a single project** is set at between **CZK 50,000 and CZK 200,000**. Project plans may only be of a **non-investment nature** and funding will be provided on an **ex-ante** basis with subsequent settlement.
- **The project implementation period** is set from **June 1, 2026, to December 31, 2027, at the latest**.
- **Project proposals may be submitted to the competition between March 2, 2026, and April 30, 2026**.
- Project proposals are administered through the MU project registration information system – ISEP. The competition application is a project proposal prepared in ISEP.

2. THEMATIC FOCUS OF THE COMPETITION

The aim of the internal competition is to transparently support the implementation of sustainable and socially responsible projects that fulfill and promote the „**Sustainable Masaryk University 2025–2028**“ **Strategy** (available at <https://sustain.muni.cz/en>), are internally and externally transferable, and promote cooperation between students and employees, all with minimal administrative burden. The announcement of the competition follows up on the Strategy in the following objectives:

- **Objective 3.1:** Jointly create conditions and opportunities for a cohesive and inspiring university community that shares common values in the area of sustainability – **measures “Know,” “Act,” and “Inspire”**
- **Objective 4.3:** Create and implement sub-strategies for responsible operation and resource management; ensure that sustainability principles are established in other areas of the institution's operation.

Theme for 2026: Water and Biodiversity

- **MU Strategy for Responsible Water Management and Biodiversity Support for 2026–2028** is currently being finalized in working groups and is being developed in line with the implementation of the Sustainable MU (working version available on the website [Water and Biodiversity Strategy | Sustainability at Masaryk University](#)). This year's ComMUNItY fund can thus contribute significantly to its fulfillment and at the same time respond specifically to the needs of the faculties. The 2026 edition includes a newly introduced concept of the first round, "Call for problems," which aims to collect specific suggestions and problems to be solved directly from the faculties. These

suggestions will serve as the basis for subsequent project support and strengthening the relevance of the proposed solutions in practice.

Project proposals that meet the above objectives can be submitted to the competition in the following thematic areas:

A. Faculty/institutional topic in the field of "Water and Biodiversity"

- The tasks assigned to individual faculties/institutes are defined in more detail on the website: [Community Fund | Sustainability at Masaryk University](#)
- The preparation of the project plan must be consulted with the contact person specified for the selected assignment.

CEITEC

- Water purity in laboratories
- Wastewater in laboratories

Faculty of Law

- Self-watering systems for flower cultivation in the corridors of the Faculty of Law building

Faculty of Economics and Administration

- Preparation of a drinking water support system and reduction of PET bottles at ECON MUNI

Faculty of Pharmacy

- Toxicological and therapeutic potential of invasive plants threatening biodiversity in the Czech Republic

Faculty of Science

- Create a gene pool collection of aquatic and wetland plants in the Botanical Garden of the Faculty of Science, Masaryk University
- Finalize and expand the geopark in the Kotlářská area, which is in close proximity to the Botanical Garden of the Faculty of Science, Masaryk University

Faculty of Informatics

- Preparation of a study
- Awareness-raising information campaign on social media for students
- Development of an application or market research and proposal for the use of a suitable existing software solution

Faculty of Medicine

- Water management and soil protection at the Medicinal Plant Center of the Faculty of Medicine
- Information and educational system of the Medicinal Plant Center of the Faculty of Medicine, Masaryk University

Faculty of Arts

- Rainwater harvesting system and biodiversity support on the premises of the Faculty of Arts, Masaryk University
- Water savings in the buildings of the Faculty of Arts, Masaryk University, through leak detection and water-saving devices

B. Responsible water management and biodiversity promotion

- Project proposal outside the priority theme of the faculty/department (see point A)
- Linked to the Strategy for Responsible Water Management and Biodiversity Promotion ([Water and Biodiversity Strategy | Sustainability at Masaryk University](#))

3 . PROJECT PROPOSAL REQUIREMENTS

The application for the competition is a project proposal prepared in ISEP. You can create your project proposal at https://inet.muni.cz/app/proj/navrh_find using the "ComMUNlty fund" template.

Project proposals for the competition are submitted electronically; there is no need to print and submit the application.

The project proposal must contain the following information (according to the structure provided in ISEP):

- **Project title**
- **Proponent** – MU student at any level and in any form of study (bachelor's, master's, doctoral; full-time or part-time; in Czech or English study programs).
- **Brief annotation** (max. 500 characters)
- **Thematic focus** (selection of relevant thematic focus A or B)
- **Guarantor** – MU employee who will act as the mandatory co-investigator of the project. The guarantor is responsible for managing the project contract, communication within MU with the participating departments, and is jointly responsible for ensuring that all participating departments agree with the implementation of the project.
The project proposer cannot also be its guarantor.
- **Project characteristics** (max. 5,000 characters):
 - description of the benefits, justification of the project's necessity, emphasis on added value;
 - for proposals within thematic focus A, specify the specific faculty and selected assignment point targeted by the project, and provide confirmation of consultation with the relevant contact person;
 - definition of the target group, benefits for the target group;
 - setting goals and outputs, how to achieve them;
 - a rough schedule;
 - communication and transfer of outputs within the university;
 - a brief analysis of basic risks;
 - a description of the work activities of those involved in the project (their list of names will then be included in the People tab);
 - list of participating faculties and other departments.
- **Motivation of the researcher** (max. 2,000 characters) – expression of the student's commitment to the issue, motives leading to the implementation of the project, or connection to projects and initiatives already implemented as part of their studies or at the relevant MU workplace.
- **Sustainability** (max. 2,000 characters) – description of how the sustainability of project activities will be ensured, including quantification of the costs of maintaining activities in subsequent years – emphasis is placed on the long-term sustainability of project outputs.
- **Sustainable Development Goals (UN SDGs)** – selection of the relevant goal and options
- **Project budget** according to the specified binding structure (see section 3.1) and specification of the use of planned funds (max. 4,000 characters).
The budget is planned separately for each calendar year.
- **A list of names of project co-researchers**, if known at the time of project submission (in ISEP, under the People tab, list them as Implementation Team Members or Administrators).
If the list of names is not known, the project researcher shall state the estimated number of people involved and people paid from the project in the project description.
The project leader is responsible for ensuring that all co-researchers are informed of and agree to their planned involvement in the project.
- **Attachments** – on the Documents tab, you can attach other relevant attachments or information at the discretion of the resolver.

3.1. PROJECT BUDGET

The project budget is set at a **minimum of CZK 50,000 and a maximum of CZK 200,000** in total for the entire duration of the project.

The project budget is planned separately for each calendar year, 2026 (year 1) and 2027 (year 2), according to the structure below.

Table 1: Binding project budget structure

No.	Budget item
Total personnel costs	
1	Wage costs (wages including bonuses)
2	Agreements on work performance (DPP)
3	Agreements on work activity (DPČ)
4	Statutory deductions (social security and health insurance contributions and social fund)
Other costs	
5	Scholarships ¹
6	Travel expenses (domestic only)
7	Consumables (consumables including small tangible assets)
8	Services
TOTAL	

During the implementation of the project, **funds may be transferred between individual years**. Similarly, **transfers between individual budget items are permitted**, provided that this is in line with the fulfillment of the project outputs. The researcher shall describe and justify all changes made in the final project report.

The following costs cannot be planned (and paid) for the project:

- overheads
- economic activity (commercial nature of outputs, profit generation)
- refreshments and catering
- other non-tax-deductible costs (if in doubt, consult the EO).

VAT regime – no right to deduction.

4 . CONDITIONS FOR PROJECT IMPLEMENTATION

The implementation of the project is governed by applicable laws, Masaryk University's Project Management Guidelines (No. 6/2016) in their current version, and related applicable internal regulations of Masaryk University or the faculty/HS.

¹ If a scholarship is planned in the project, it is necessary to comply with the parameters based on the Higher Education Act (§ 91) and the Scholarship Regulations of Masaryk University. The scholarship is a reward for creative or extraordinary activities of students, i.e. it does not cover situations that are otherwise subject to an employment relationship (e.g. DPP, DPČ). Scholarships may not be awarded as compensation for activities that can be classified as dependent work.

All activities related to the use of allocated funds are subject to the financial control rules applicable at Masaryk University. Responsible persons are designated in accordance with the financial control rules.

Funds for individual projects are recorded in a **separate contract with activity 1182 and must be used by December 31, 2027; no extension of the implementation period is possible.**

Any balance remaining from 2026 will be transferred to the Operating Fund of the research workplace (activity 11826) at the end of the calendar year and will continue to be used in accordance with its original purpose in the following year, 2027. By the end of the implementation period, all allocated funds must be fully used, including any balances in the funds.

The project investigator, together with the guarantor, is responsible for the implementation of the project in accordance with the established rules and for the project records in ISEP.

One student may be the proposer/researcher of only one project in a given call. This provision does not apply to the project guarantor (MU employee).

The financial administrator (the person ordering the project contract) is always an MU employee who acts as the project guarantor.

If the project is implemented at multiple faculties or other academic departments, the project manager is responsible for the project as a whole and is responsible for ensuring that all participating academic departments and relevant workplaces are informed about the project and agree to its implementation (cooperation and communication within MU is ensured by the project guarantor). The consent of the participating departments will be documented by a project proposal cover sheet in ISEP approved by all departments concerned.

The researcher is obliged to properly implement the project within the approved budget, in accordance with the defined objectives and outputs, to comply with the specified conditions, and to use the funds provided economically, efficiently, and effectively (the 3E rule).

The researcher shall consult any deviations and changes during the course of the project individually with the project guarantor. In the event of a change that may significantly affect the implementation of the entire project, the researcher shall immediately inform the contact person at the RMU Development Department (see Chapter 7).

After completion of the project, the researcher is required to prepare a final report on the results of the project. The final report will contain a description of the project results with comments on changes in the project and the use of individual budget items, including a statement of the funds provided. The form for the final report and collection will again be available in ISEP (separate tab Final Report). The final report will be prepared by the end of the month following the completion of the physical implementation of the project, i.e., no later than January 31, 2028.

Masaryk University is entitled to check the use of the allocated funds at any time during the implementation of the project or to invite the researcher to present the results achieved.

All outputs financed by the Community Fund project **must bear the Masaryk University logo** or information about the source of funding and be prepared in accordance with the university's valid uniform visual style (<https://sablony.muni.cz/>).

5 . PROJECT EVALUATION AND SELECTION

The process of reviewing and evaluating project proposals consists of the following stages:

Phase 1: Checking formal requirements and compliance with the rules of the call for proposals

Phase 2: Assessment by an expert evaluation committee

Phase 3: Final selection of projects

The selection of projects for implementation is decided by an **evaluation committee appointed by the rector**.

The expert evaluation committee is composed of representatives of MU management, senior staff and employees of the relevant RMU departments, and relevant internal experts. The final selection of projects for implementation will be made by designated representatives of MU management and the Student Chamber of the Academic Senate.

The list of supported projects will be published on the website <https://sustain.muni.cz/en> **by May 29, 2026, at the latest**.

5.1. EVALUATION CRITERIA

The evaluation criteria are, in particular:

- a) compliance of the project content with the Announcement and competition rules – projects that do not meet these basic criteria will not proceed to further evaluation;
- b) projects submitted for thematic focus A have the highest priority, followed by B.
- c) the social benefit of the project;
- d) impact on university life;
- e) feasibility of achieving the project's objectives;
- f) effectiveness and adequacy of the requested funding, efficiency of planned expenditure in relation to the content of the project and the scope of activities;
- g) ensuring the sustainability of project activities and quantification of costs;
- h) overall quality and readiness of the project.

6. SCHEDULE

— Announcement of the competition	March 2, 2026
— Collection of project proposals in ISEP	March 2 - April 30, 2026
— Review and evaluation of project proposals	from May 1, 2026
— Announcement of competition results	by May 29, 2026 at the latest
— Project implementation period	June 1, 2026 – December 31, 2027

7. CONTACT PERSONS

Content focus and parameters of the competition:

RMU Administrative Support Department, Sustainability Division

Mgr. Richard Hubl, Ph.D., hubl@rect.muni.cz

Mgr. Blanka Machová, machova@rect.muni.cz

Competition coordination and administrative support:

RMU Development Department, Development and Project Support Division

Ing. Renata Danielová, danielova@rect.muni.cz

Further information and competition results will be published on the <https://sustain.muni.cz/en>