

Established by TUT Council Regulation No. 1 of 25 January 2011
Amended by TUT Council Regulation No. 8 of 18 June 2013
Amended by TUT Council Regulation No. 13 of 17 December 2013
Amended by TUT Council Regulation No. 1 of 21 January 2014

Conditions and Procedure for Baseline Funding of Research and Development at Tallinn University of Technology

This Regulation is established on the basis of section 15¹ of the Organisation of Research and Development Act (RT I 1997, 30, 471; 2009, 59, 389) and clause 7 (1) 17) of the Statutes of Tallinn University of Technology.

§ 1. General provisions

- (1) TUT shall use the funds allocated for baseline funding (hereinafter baseline funding) of research and development (hereinafter R&D) for the realization of its strategic development objectives by financing TUT institutions, faculties, university-wide R&D projects and establishing a support fund.
- (2) The distribution of baseline funding between TUT institutions, faculties, university-wide R&D projects and the support fund shall be indicated in TUT's budget.
- (3) Information concerning the use of baseline funding shall be presented in TUT's annual report.
- (4) Baseline funding shall be allocated to TUT institutions and faculties taking into account the R&D results of the three years preceding the year of submission of the basic data for baseline funding and in compliance with the conditions set out in section 3 of Regulation No. 11 of the Minister of Education and Research of 21 March 2005 (amended by Regulation No. 57 of 9 October 2008, Regulation No. 61 of 17 September 2010 and Regulation No.70 of 3 December 2010) "Conditions and Procedure for Allocation of Baseline Funding to Research and Development Institutions". The amount of baseline funding allocated shall be proportional to the results presented in the basic data. [entered into force by Regulation No. 13 of 17.12.2013]

§ 2. Baseline funding allocated to TUT institutions

- (1) For the purposes of this Regulation, TUT institutions are Institute of Geology at Tallinn University of Technology, Marine Systems Institute at Tallinn University of Technology, Institute of Cybernetics at Tallinn University of Technology and Technomedicum of Tallinn University of Technology.
- (2) Baseline funding shall be allocated to TUT institutions taking into account the research and development results of the three years preceding the year of submission of the basic data for baseline funding. [repealed by Regulation No. 13 of 17.12.2013]
- (3) TUT institutions shall be allocated 90 % of the amount of baseline funding intended for the institutions based on subsection 1 (4) of this Regulation. [entered into force by Regulation No. 13 of 17.12.2013]
- (4) As a rule, a TUT institution shall not apply for additional funding on the conditions laid down in section 4 of this Regulation.
- (5) A TUT institution shall submit to the Research Administration Office a report and a written explanation concerning the use of the baseline funding in compliance with the requirements presented in Annex 4 to the Regulation specified in subsection 1 (4) of this Regulation. The report and written explanation shall be submitted not later than 2 working days before the final deadline for the submission of the report established by the regulation of the Minister of Education and Research.

§ 3. Baseline funding allocated to TUT faculties and colleges

(1) TUT faculties and colleges shall be allocated 20 % of TUT baseline funding from which the amount of baseline funding allocated to TUT institutions on the conditions laid down in this Regulation has been deducted. [entered into force by Regulation No. 13 of 17.12.2013]

(2) Baseline funding shall be allocated to TUT faculties taking into account the research and development results of the three years preceding the year of submission of the basic data for baseline funding. [repealed by Regulation No. 13 of 17.12.2013]

(3) The amount of baseline funding allocated to TUT faculties shall be determined on the basis established in subsection 2 (3) of this Regulation. [repealed by Regulation No. 13 of 17.12.2013]

(4) The baseline funding allocated to TUT faculties and colleges shall be used for financing the activities specified in clause 3) of section 2 of the Organisation of Research and Development Act (RT I 1997, 30, 471; RT I 28.06.2012, 4).

(5) TUT faculties and colleges shall submit to the Research Administration Office a report and a written explanation concerning the use of the baseline funding in compliance with the requirements presented in Annex 4 to the Regulation specified in subsection 1 (4) of this Regulation. The report and written explanation shall be submitted not later than 2 working days before the final deadline for the submission of the report established by the regulation of the Minister of Education and Research.

§ 4. University-wide R&D projects and the support fund

(1) The aim of university-wide R&D projects is to support the overall R&D development and implementation thereof shall be organised by the administrative and support unit of the university.

(2) The aim of the support fund is to support strengthening of research groups and/or establishing new research groups in the areas of research significant from the point of view of the development of TUT and other significant activity related to R&D.

(3) The resources of the support fund are used for the following activities:

- 1) funding of excellent research;
- 2) funding of talented junior researchers;
- 3) financing of research projects.

(4) As a rule finances from the support fund are allocated once a year.

(5) The Vice-Rector for Research shall announce the competition for allocating finances from the support fund and establish forms required for making proposals, applying and reporting.

(6) In exceptional cases, the Vice-Rector for Research has the right to make reasoned proposals for financing research groups from the support fund without competition. The TUT Committee for Research shall consider the proposals and make a proposal to the Rector concerning the allocation and the amount of funding.

1) The funding of research groups financed without competition shall be determined by the Rector.

2) The recipient of funding shall submit to the Research Administration Office a standard format management and financial report concerning the use of the funding not later than one month after the end of the financial year. [entered into force by Regulation No. 1 of 21.01.2014]

§ 5. Financing university-wide R&D projects

(1) The TUT Council shall decide upon allocation of baseline funding to university-wide R&D projects.

(2) The Rector shall appoint the persons responsible for the execution of university-wide R&D projects.

§ 6. Funding of excellent research

- (1) Funding in support of excellent research can be allocated for research groups for particularly outstanding research and development results.
- (2) A reasoned proposal to the Rector for receipt of funding shall be submitted by the faculty, college or Vice-Rector for Research.
- (3) The Committee for Research of the TUT Council (hereinafter Committee for Research) shall consider the proposals and shall make a proposal to the Vice-Rector for Research concerning the allocation and the amount of funding.
- (4) The Rector allocates funding in support of excellent research on the proposal of the Vice-Rector for Research.
- (5) The recipient of funding shall submit to the Research Administration Office a standard format management and financial report concerning the use of the funding not later than one month after the end of the financial year.

§ 7. Funding of talented junior researchers

- (1) Funding for talented junior researchers may be allocated for up to three years to a researcher under the age of 40 for establishing his or her own research group, if the researcher:
 - 1) has defended doctoral degree at TUT and has completed postdoctoral studies outside TUT, or
 - 2) has defended doctoral degree outside TUT and completed postdoctoral studies , or
 - 3) has, after having defended doctoral degree, been engaged in research and development elsewhere.
- (2) A junior researcher seeking to receive funding of talented junior researchers shall himself or herself submit a standard format application to the Rector.
- (3) The Committee for Research, after having heard the assessments of the Research Administration Office and the experts (the Vice-Rector for Research shall decide upon appointment of experts) and the opinion of the faculty or college, shall make a proposal to the Vice-Rector for Research concerning the allocation and the amount of funding.
- (4) The Rector allocates funding of talented junior researchers on the proposal of the Vice-Rector for Research.
- (5) The recipient of funding shall submit to the Research Administration Office a standard format management and financial report concerning the use of the funding not later than one month after the end of the financial year.

§ 8. Financing of research projects

- (1) The research of TUT research groups is funded by financing research projects for up to 3 years. Researchers to whom no resources for financing the research activity or research project of the research group have been allocated from the baseline support fund during the last 10 years may apply for funding.
- (2) The head of a research group seeking funding for financing research projects shall submit a standard format application to the Rector.
- (3) The Committee for Research, after having heard the assessments of the Research Administration Office and the experts (the Vice-Rector for Research shall decide upon appointment of experts) and the opinion of the faculty or college, shall make a proposal to the Vice-Rector for Research concerning the allocation and the amount of funding.
- (4) The Rector allocates funding for financing research projects on the proposal of the Vice-Rector for Research.
- (5) The recipient of funding shall submit to the Research Administration Office a standard format management and financial report concerning the project not later than one month after the end of the financial year.

§ 9. Implementing provisions

- (1) Regulation No 13 of the TUT Council of 21 November 2006 “Conditions and Procedure for Baseline Funding of Research and Development at Tallinn University of Technology” (amended

by Regulation No. 5 of the TUT Council of 18 December 2007, Regulation No. 8 of the TUT Council of 16 December 2008 and Regulation No. 13 of the TUT Council of 15 December 2009) is repealed.

(2) This Regulation enters into force on the third day after publication on the TUT website.