

# WARSAW UNIVERSITY OF TECHNOLOGY

## Regulation No. 106 /2022 of the Rector of Warsaw University of Technology of 25 April 2022

on announcing the “Support for People Affected by the War in Ukraine” programme as part of the “Excellence Initiative – Research University” programme at the Warsaw University of Technology

Under Article 23 section 1, pursuant to article 389 sections 1 and 2 of the Law on Higher Education and Science of 20 July 2018 (Journal of Laws of 2022 item 574 including later amendments), according to Agreement No. 04/IDUB/2019/94 of 30 December 2019, concluded by the State Treasury represented by the Minister of Science and Higher Education and the Warsaw University of Technology it is resolved as follows:

### § 1

1. We hereby announce the “Support for People Affected by the War in Ukraine” programme as part of the “Excellence Initiative – Research University” programme at the Warsaw University of Technology, hereinafter referred to as “the programme”.
2. The programme budget amounts to PLN 2,000,000. The budget may be increased by a decision of the Steering Committee of the IDUB Project, depending on the needs reported by basic and university-wide organizational units at the Warsaw University of Technology, hereinafter referred to as “units”.
3. The programme is addressed to the citizens of Ukraine who had to leave the territory of their country due to the war and the Polish citizens who were employed in research units in Ukraine or the Russian Federation and had to return to Poland.
4. Under the programme, units may receive funding to employ academic teachers in groups of research, research and teaching, and teaching staff, and to employ staff who are not academic teachers, and due to the war in Ukraine cannot continue working in their current place of employment, in the following groups: academic and research, science and technology, and engineering and technology.
5. Citizens of Ukraine who had to leave the territory of their country due to the war and Polish citizens who were employed in research units in Ukraine and had to return home shall be employed under principles specified in the Act of 12 March 2022 on assistance to citizens of Ukraine in connection with armed conflict on the territory of that country.
6. The maximum amount of funding for one full-time position under the programme (including the employer’s costs) shall be PLN 120,000 in direct costs per year.
7. The unit shall ensure employment, access to research infrastructure, and funding for research for the employed person.
8. The anticipated period of funding within the programme shall be up to 12 months. If justified, it is possible to prolong funding one time, for a period no longer than the next 12 months provided that there has been an attempt at obtaining funding from an external source.
9. To obtain funding, it is necessary to submit an application to the IDUB Project Office in compliance with the template in Appendix No. 1 to this Regulation and conclude an agreement in compliance with the template in Appendix No. 2 to this Regulation.

10. Applications may be filed on an ongoing basis until the budget of the programme is used.
11. Information obligation towards applicants shall be fulfilled by the head of the organizational unit in which the applicant will be employed.

§ 2

This Regulation enters into force upon signing.

RECTOR

Professor Krzysztof Zaremba, PhD, DSc

**Application for subsidizing employment costs under the “Support  
for People Affected by the War in Ukraine” programme**

**A. KEY DATA**

1. Personal data of the applicant – head of basic or university-wide organizational unit at WUT (first name and surname, title/academic degree, position, personal SAP number).
2. Basic or university-wide organizational unit (name of unit).
3. Position in which the employment is planned.

**B. EMPLOYEE’S DATA**

1. First name and surname.
2. Place of employment to date.
3. Course of the scientific career, including received degrees and titles, scientific achievements (acceptable as an attachment).
4. Short substantive justification for employment.
5. Period of employment: (in months).
6. Requested amount of funding including justification.

**C. APPLICANT’S DECLARATIONS**

- I declare that .....(name of WUT organizational unit) has resources indispensable to secure the employed with a workplace, access to laboratories and research funding.

.....  
(stamp and signature of the Bursar’s Proxy)

.....  
(stamp and signature of the head of unit)

**AGREEMENT no.** (*number given by the IDUB Project Office*)  
**on subsidizing employment costs under the “Support for People  
Affected by the War” programme as part of the “Excellence  
Initiative – Research University” programme at the Warsaw  
University of Technology**

concluded on .....(date) between:

*Professor Małgorzata Lewandowska – Head of Management Team of the “Excellence Initiative – Research University” programme implemented at the Warsaw University of Technology,*  
hereinafter referred to as “Head of IDUB”

and

«Name of\_unit»,

represented by:

«Head of\_unit» - «Function\_of\_head\_of\_unit»,

hereinafter referred to as “Implementing unit”.

1. The Head of IDUB shall transfer funds amounting to PLN «Total\_amount» (in words «Amount\_in words») to the Implementing unit to subsidize the cost of employment of the person mentioned in the application.
2. The Implementing unit shall employ the person mentioned in section 1 in compliance with:
  - 1) generally applicable laws
  - 2) provisions of this Agreement
  - 3) principles arising from Regulation No. 106/2022 of the WUT Rector
  - 4) internal regulations applicable at the Warsaw University of Technology
3. The implementation of this Agreement shall commence on the day of the employment of the person specified in section 1 and shall last .... months.
4. The Agreement shall be terminated if the person specified in section 1 is not employed within 3 months of concluding this Agreement and funding shall be returned to the disposal of the Head of IDUB.
5. The Implementing unit shall make available items of the property of the unit indispensable to perform duties arising from the employment contract and shall provide administrative and accounting service of the implementation of the Agreement.
6. The Implementing unit shall maintain separate accounting records.
7. Funding defined in section 1 and not used during the term of the Agreement shall be returned to the disposal of the Head of IDUB upon the Agreement expiry.
8. Changes to the provisions of this Agreement shall require concluding an annex in writing.
9. The Agreement has been executed in two counterparts, one for each Party.

**Appendix: Application for subsidizing employment costs within the “Support for People Affected by the War in Ukraine” programme**

***Head of IDUB***

***Implementing unit***

.....  
*(stamp of IDUB Project Office)*

.....  
*(stamp of unit)*

.....  
*(stamp and signature of the Head of IDUB)*

.....  
*(stamp and signature of the head of unit )*

.....  
*(stamp and signature of the Bursar's Proxy)*

.....  
*(stamp and signature of the Bursar's Proxy)*