

WARSAW UNIVERSITY OF TECHNOLOGY

Decision no. 248/2023 of the Warsaw University of Technology Rector of 15 September 2023

on launching the programme supporting leaders of European projects coordinated by the Warsaw University of Technology and ERC project leaders completed at PW, implemented as part of the "Excellence Initiative – Research University" project

Pursuant to Art. 23 section 1, in connection with Art. 389 section 1 and 2 of the Act of 20 July 2018 – Law on Higher Education and Science (Journal of Acts of 2023 item 742, as amended) and in connection with the contract no. 04/IDUB/2019/94 of 30 December 2019 concluded between the Treasury represented by the Ministry of Science and Higher Education and the Warsaw University of Technology, it is decided as follows:

§ 1

1. As part of the "Excellence Initiative – Research University" project implemented at the Warsaw University of Technology, hereinafter referred to as IDUB, a programme is launched to support leaders of projects coordinated by the Warsaw University of Technology as part of European Union projects published on the portal Funding and Tenders (except for the ERASMUS+ programme) and ERC project leaders (principal investigators) implemented at PW, hereinafter referred to as the "programme".
2. Within the programme, leaders of projects coordinated by the Warsaw University of Technology as part of European Union programmes published on the portal Funding and Tenders (except for the ERASMUS+ programme) and ERC project leaders (principal investigators) implemented at PW may be granted financial support to the amount equivalent of 50% of the planned indirect costs (called, e.g., "indirect costs", "indirect contributions," or "management") attributed to PW, but no more than PLN 150.000 if the project budget includes costs of remuneration or to the amount equivalent to 100% of the planned indirect costs allocated to PW, but no more than PLN 300.000 if the project budget does not include remuneration costs.
3. The application, on the template included in annex no. 1 hereto, shall be submitted by the European project coordinator or ERC project leader implemented at PW in an on-line form available at www.badawcza.pw.edu.pl. Applications can be submitted on an ongoing basis until the programme budget is used up. Funding shall be awarded by the Vice-Rector for Science.
4. To obtain the funding one is required to sign the external contract and agreement according to the template included in annex no. 2 hereto. The allocated funds will be transferred to the Warsaw University of Technology organisational unit specified by the project coordinator or ERC project leader in which the European project is being completed.
5. The allocated funds shall be used by 31 December 2025.
6. Funds shall be settled on the basis of a final report according to the template included in annex no. 3 hereto which shall be submitted within 2 months as of the end of the internal grant.
7. In all matters not regulated herein, the decision shall be taken by the Vice-Rector for Research.

§ 2

The decision enters into force on the day of its signing.

RECTOR

prof. dr hab. inż. Krzysztof Zaremba

**Application for funding within the project supporting leaders of European projects
coordinated by the Warsaw University of Technology and ERC project leaders
implemented at PW**

A. BASIC DATA

1. Data of the applicant – leader of a European project coordinated by the Warsaw University of Technology/ERC project leader (*name and surname, academic title/degree, position, SAP personal number*)
2. Basic or university-wide organisational unit where the funds will be transferred (*unit name*)
3. Project information
title, acronym
EU competition, EU contract number
partners
project budget (total and PW part)
abstract

B. COST CALCULATION with substantiation

No.	Planned costs	2023	2024	2025	In total
I.	Direct costs in total	0.00	0.00	0.00	0.00
1	Apparatus	0.00	0.00	0.00	0.00
	including				
	of the value of from PLN 3 500 to PLN 10 000	0.00	0.00	0.00	0.00
	of the value above PLN 10 000	0.00	0.00	0.00	0.00
2	Remuneration with derivatives	0.00	0.00	0.00	0.00
3	Other direct costs	0.00	0.00	0.00	0.00
II.	Indirect costs (15%)	0.00	0.00	0.00	0.00
III.	Total costs	0.00	0.00	0.00	0.00

Substantiation:

.....
(applicant's signature)

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

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

C. DECISION on granting the funding

approval

rejection

.....

(date)

.....

(stamp and signature of the Vice-Rector for Research)

AGREEMENT no. (no. allocated by the IDUB Project Office)
on funding within the project supporting leaders of European projects coordinated by the Warsaw University of Technology and ERC project leaders implemented at PW as part of the "Excellence Initiative – Research University" project implemented at the Warsaw University of Technology

concluded on between:

prof. dr hab. inż. Małgorzata Lewandowska – **director of the "Excellence Initiative – Research University" project managing team at the Warsaw University of Technology,**
hereinafter referred to as the "Head of IDUB"

and

«*Unit_name*»,

represented by:

«*unit head*» - «*Function_of_the_unit_head*»,

hereinafter referred to as the "implementing unit".

1. The Head of IDUB shall transfer to the implementing unit the funds of PLN «total amount» (in words «amount_in_words») to cover the costs listed in the application included in annex no. 1 hereto.
2. The Parties determine that the date of the beginning of grant implementation shall be, and the date of completion shall be
3. Should the costs included in the grant costs calculation be changed, the amount of the awarded funding may not be increased.
4. The funds awarded for the implementation of the project shall be at the disposal of the head of the implementing unit upon consultation with the grant leader.
5. The implementing unit shall provide the unit's resources necessary to implement the grant and provide the administration and accounting services for grant implementation by the unit's administration.
6. The implementing unit shall run a separate accounting register for the grant, according to the regulations determined by the PW Bursar with the document 290/KK/2020 of 20.05.2020 and KK-453/2020 of 25.08.2020.
7. The funds transferred to the implementing unit and not used by the end of the grant shall be returned to the Head of IDUB.
8. Amendments to this agreement shall be made in the form of a written annex.
9. Annex to this agreement shall constitute its integral part.
10. The agreement has been made in two identical copies, one for each Party.

Annex: Application for funding within the project supporting leaders of European projects coordinated by the Warsaw University of Technology and ERC project leaders implemented at PW.

Head of IDUB

Implementing unit

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

.....
(unit stamp)

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

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

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

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

Template of the final report on implementation of a grant as part of the programme supporting leaders of European projects coordinated by the Warsaw University of Technology and ERC project leaders implemented at PW

Grant leader:

Agreement no.

1. Concise description of the work done (no more than 1 page, font at least 11 pt.);

2. Lists of costs incurred:

No.	Category of costs	2023	2024	2025	Total	Planned costs Total
I.	Total indirect costs	0.00	0.00	0.00	0.00	0.00
1	Apparatus	0.00	0.00	0.00	0.00	0.00
	Incl. of the value of PLN 3 500 to PLN 10 000	0.00	0.00	0.00	0.00	0.00
	of the value above PLN 10 000	0.00	0.00	0.00	0.00	0.00
2	Remuneration with derivatives	0.00	0.00	0.00	0.00	0.00
3	Other indirect costs	0.00	0.00	0.00	0.00	0.00
II.	Direct costs (15%)	0.00	0.00	0.00	0.00	0.00
III.	Total costs	0.00	0.00	0.00	0.00	0.00

3. List of researchers' names

Researcher (researcher's name and surname, academic title/degree, position, employment unit)	SAP no.
1.	
2.	
3.	

.....
(stamp and signature of the project leader)

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

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