Attachment 1. Application form

# Applicant's data

Dane wnioskodawcy

|  |
| --- |
| **Name and surname**Imię i nazwisko |
|  |
| **Dissertation topic**Temat pracy doktorskiej  |
|  |
| **Form od education**Forma kształcenia |
| **Doctoral studies**Studia doktoranckie |  |
| **Doctoral College of Political Science and Administration**Kolegium doktorskie nauk o polityce i administracji |  |
| **Doctoral College of Sociology**Kolegium doktorskie socjologii |  |
| **Doctoral College of Philosophy**Kolegium doktorskie filozofii |  |
| **Doctoral College of Security Studies**Kolegium doktorskie nauk o bezpieczeństwie |  |
| **Doctoral College of International Relations**Kolegium doktorskie stosunków międzynarodowych |  |
| **Year of commencement of doctoral education**Rok rozpoczęcia kształcenia doktorskiego |
| **2022** |  |
| **2023** |  |
| **2024** |  |
| **Promoter(s) or supervisor(s) of the doctoral thesis**Promotor lub opiekun pracy doktorskiej |
|  |
| **Auxiliary promoter (if appointed)**Promotor pomocniczy (jeśli wyznaczony) |
|  |

# Doctoral research project

Doktorski project badawczy

|  |
| --- |
| **Objective of the study**Cel badań |
|  |
| **Description of the research problem, research question and hypotheses** Opis problemu badawczego, pytanie badawcze i hipotezy |
|  |

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| --- |
| **Research methodology**Metodologia badań  |
|  |
| **Progress of works**Stan zaawanasowana prac  |
|  |

# Information on the proposed research task

Informacje o zadaniu badawczym, którego dotyczy wniosek

|  |
| --- |
| **Title of the research task** Nazwa zadania badawczego  |
|  |
| **Nature of the research task** Rodzaj zadania badawczego |
| **research query** kwerenda |  |
| **field research** badania terenowe  |  |
| **purchase of data / access to data**zakup danych / dostępu do danych  |  |
| **translation of study materials**tłumaczenie materiałów badawczych  |  |
| **development of research materials** opracowanie materiałów badawczych  |  |
| **other (which ones?)**inne (jakie?) |  |
| **Description of the research task**Opis zadania badawczego |
|  |
| **Justification of the research task in the context of the doctoral project and dissertation**Uzasadnienie zadania badawczego w kontekście projektu doktorskiego oraz rozprawy  |
|  |
| **Expected results of task implementation (research data and elaborations)**Planowane wyniki realizacji badania (dane badawcze i opracowania) |
|  |
| **Other information on research task (optional)**Inne informacje o zadaniu badawczym (opcjonalnie)  |
|  |

# Costs of task implementation

Koszty realizacji zadania

|  |  |
| --- | --- |
| **cost name**nazwa kosztu |  |
| **substantive justification**uzasadnienie merytoczyne |  |
| **total cost**koszt całkowity | PLN |
| **calculation**Kalkulacja |  |
| **basis of valuation**podstawa wyceny |  |

|  |  |
| --- | --- |
| **cost name**nazwa kosztu |  |
| **substantive justification**uzasadnienie merytoczyne |  |
| **total cost**koszt całkowity | PLN |
| **calculation**Kalkulacja |  |
| **basis of valuation**podstawa wyceny |  |

|  |  |
| --- | --- |
| **cost name**nazwa kosztu |  |
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| **total cost**koszt całkowity | PLN |
| **calculation**Kalkulacja |  |
| **basis of valuation**podstawa wyceny |  |

|  |  |
| --- | --- |
| **cost name**nazwa kosztu |  |
| **substantive justification**uzasadnienie merytoczyne |  |
| **total cost**koszt całkowity | PLN |
| **calculation**Kalkulacja |  |
| **basis of valuation**podstawa wyceny |  |

## Schedule for completion of the research task

Harmonogram realizacji zadania badawczego

|  |  |  |
| --- | --- | --- |
| **No.**L.p. | **Action**Działanie | **Completion date**Data ukończenia |
|  |  |  |
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| --- | --- |
| **Date**Data | **Applicant’s signature**Podpis Wnioskodawcy |
|  |  |

Attachment 2. Report on the implementation of the research task

Report on the implementation of the research task

Raport z realizacji zadania badawczego

Background information

Informacje podstawowe

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| --- |
| **Name of the grant recipient**Imię I nazwisko grantobiorcy |
|  |
| **Form of education**Forma kształcenia |
| **Doctoral studies** Studia doktoranckie  |  |
| **Doctoral College of Political Sciences and Administration** Kolegium doktorskie nauk o polityce i administracji  |  |
| **Doctoral College of Sociology** Kolegium doktorskie socjologii |  |
| **Doctoral College of Philosophy** Kolegium doktorskie filozofii  |  |
| **Doctoral College of Seciurity Science** Kolegium doktorskie nauk o bezpieczeństwie  |  |
| **Doctoral College of International Relations**Kolegium doktorskie stosunków międzynarodowych |  |
| **Contract reference**Numer umowy |
|  |
| **Title of the research task**Nazwa zadania badawczego |
|  |
| **Brief description of the research task (max 200 words)**Skrócony opis zadania (max. 200 słów) |
|  |

Financial report

Sprawozdanie finansowe

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | **expenditure type**rodzaj wydatku | **planned cost**koszt planowany | **cost inceurred**koszt poniesiony | **sales document**dokument sprzedaży |
| 1. |  |  |  |  |
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| **Additional comments and clarifications (optional)**Dodatkowe uwagi I wyjaśnienia (opcjonalnie) |
|  |

Substantial report

Sprawozdanie merytoryczne

**Description of work carried out and outcomes achieved (max 1 page A4, font Times New Roman 11, single spacing)**

Opis zrealizowanych prac i uzyskanych wyników (max 1 strona A4, czcionka Times New Roman 11, pojedyncze odstępy)

Results of task compeltion

Rezultaty realizacji zadania

|  |
| --- |
| **Research data generated in the course of the task**Dane badawcze wytworzony przy realizacji zadania |
| **nazwa danych**name of data | **link to the repository**link do repozytorium |
|  |  |
|  |  |
|  |  |
|  |  |
| **Publications and elaborations prepared in connection with the implementation of the task\***Publikacje i opracowania naukowe przygotowane w związku z realizacją zadania\* |
| **title** tytuł |  |
| **type of publication\*\*** rodzaj publikacji\*\*  | **`** |
| **Information on manuscript submission**informacje o złożeniu publikacji  |  |
| **addictional comments** dodatkowe uwagi |  |

|  |  |
| --- | --- |
| **title** tytuł |  |
| **type of publication\*\*** rodzaj publikacji\*\*  | **`** |
| **Information on manuscript submission**informacje o złożeniu publikacji  |  |
| **addictional comments** dodatkowe uwagi |  |

|  |  |
| --- | --- |
| **title** tytuł |  |
| **type of publication\*\*** rodzaj publikacji\*\*  | **`** |
| **Information on manuscript submission**informacje o złożeniu publikacji  |  |
| **addictional comments** dodatkowe uwagi |  |

|  |
| --- |
| **Other outcomes** Inne rezulaty  |
|  |

|  |  |
| --- | --- |
| **Date**Data | **Signature**Podpis |
|  |  |

\* **a printout signed by the supervisor must be attached**

\* należy dołączyć wydruk zaakceptowany przez promotora

\*\* **journal article, chapter in monograph, part of dissertation, other (what?)**

\*\* artykuł, rozdział w monografii, część pracy doktorskiej, inne (jakie?)

 Attachment 3. Template of Agreement

Template of Agreement

**Agreement No……**

**concerning implementation of the grant of the Faculty of Social Science of the University of Wrocław within the Internal Call of the Faculty of Social Science of the University of Wrocław “Research grants for PhD students in…”**

concluded on the………………. Concerning implementation and funding of an internal grant of the Faculty of Social Science of the University of Wrocław titled………………… hereinafter referred to as the Grant, awarded as part of the Internal Call of the Faculty of Social Science of the University of Wrocław titled “Research grants for PhD students in…”, hereinafter referred to as the Call.

This Agreement is concluded by and between:

University of Wrocław represented by…………….., Dean of the Faculty of Social Science of the University of Wrocław, hereinafter referred to as the “University”

And Mr/Mrs \* Surname:

Name:

Place of residence:

PhD student studying within:

At the programme started in:

hereinafter referred to as the “Applicant”

**§ 1. Subject and term of the Agreement**

1. The Agreement specifies terms of implementation, funding and settlement of the grant titled “………………..”
2. In implementation of the Agreement, the Applicant shall perform the research task involving:…………………………
3. The general terms of implementation of the grant and its funding are set out in the Regulations of the Call constituting an integral part of the Agreement, hereinafter referred to as the Regulations.
4. The Agreement is concluded for a definite term.
5. The date of commencement of the grant implementation is set by the parties as the date of conclusion of the Agreement.
6. The date of completion of the grant implementation is set by the Parties as…………
7. No later than on the date of completion of the grant, the Applicant shall submit a financial and material report on implementation of the grant in accordance with the template attached to the Regulations.

**§ 2. Obligations of the parties**

1. The University undertakes to provide the Applicant with support in administrative activities necessary for implementation and settlement of the grant.

2. The Applicant undertakes to:

a) use the funds allocated for the grant in accordance with the research task plan and the cost estimate submitted at the stage of application submission; in accordance with the applicable rules of public funds management and applicable law; in accordance with the provisions in force at the University of Wrocław and in a rational and economical manner,

b) prepare and submit a printout and electronic version of the report on implementation of the research task according to the template enclosed to the Regulations,

c) place research data prepared and/or processed within the grant in the Repository of the University of Wrocław,

d) make research results achieved within the research task available on terms enforced at the University of Wrocław along with providing consent for their use for promotion and reporting in operations of the Faculty of Social Sciences of the University of Wrocław.

**§ 3. Funding of the grant**

1. Based on the application submitted by the Applicant within Call, the University of Wrocław grants funding of….. (in words………… PLN) for implementation of the grant.

2. Settlement of the funds allocated by the University to the Applicant for implementation of the grant shall be based on documents confirming the expenses incurred in accordance with the regulations in force at the University of Wrocław

3. The awarded funds may not be spent for other purposes than those specified in the agreement.

4. All funds awarded under the grant must be spent and entered in the accounts by 10 December 202..

5. Terms of implementation of the project and tasks described in the agreement may be changed in justified cases – upon written motion from the Applicant.

6. The Agreement may be terminated by mutual agreement of the Parties upon the request made by the Applicant in the event of circumstances for which the Parties are not responsible and which prevent performance of the Agreement.

7. The University of Wrocław may discontinue funding of the project in the event of spending funds contrary to the contract and in the event of revealed irregularities in implementation of the agreement or other circumstances threatening its implementation. The University terminates the agreement with immediate effect. The agreement shall be terminated by submission of a termination notice.

**§ 4. Miscellaneous**

1. Any amendments hereto shall be null and void unless made in writing.

2. The Agreement has been drawn up in two identical copies, one for the Applicant and one for the University.

Applicant: University of Wrocław

  Attachment 4. Template for the cancellation of the contract

(title, name)

(WNS unit)

C O N C L U S I O N

consent to the cancellation of the contract

Due to the occurrence of circumstances....................................................................... ........................................................................................................................................................................................................................................................................ for which I am not responsible, I request the termination of contract no.................. by mutual agreement with the consent of the Dean of the Faculty of Social Sciences UWr.

Termination of the contract does not result in any consequences for not completing the tasks envisaged in the grant.

Wrocław, ……………………

Attachment 5. Template for Termination of grant agreement

Termination of grant agreement concluded within the programme

‘Research Grants for Doctoral Students’

On the basis of the Regulations of the Internal Competition of the Faculty of Social Sciences UWr ‘Research Grants for Doctoral Students in 2024’, point 7 of the section ‘Implementation of the grant’, the Dean of the Faculty of Social Sciences terminates by mutual agreement the contract no. …….... concluded between…………………………......... and ...................................................... at the request of the doctoral student dated ............................... due to the occurrence of circumstances for which the parties are not responsible and which make it impossible to perform the contract.

Termination of the contract shall not result in any consequences for not completing the tasks provided for in the grant.