

**Annex 3**

***Project implementation report template***

**A. General information**

|  |  |
| --- | --- |
| A1. First name | A2. Last name |
|  |  |
| A3. Title/academic degree | A4. Position |
|  | ❍ assistant ❍ senior assistant  ❍ assistant professor ❍ university professor  ❍ professor ❍ other (please specify)?  ………………………………………………… |
| A5. Telephone number | A7. E-mail address |
|  |  |
| A6. Associates | |
| 1. | |
| 2. | |
| A7. Decision number | |
|  | |
| A8. Decision date | |
|  | |

**B. Substantive settlement**

|  |
| --- |
| B1. Project title |
|  |
| B2. Project completion deadline |
|  |
| B3. Achieved results (including justification of compliance with the assumptions of the Action and IDUB)  (up to 5000 characters) |
|  |
| B4. Publication of results |
|  |
| B5. Promotional activities |
|  |

**C. Financial settlement**

|  |  |  |  |
| --- | --- | --- | --- |
| C1. List of expenditures | | | |
| *LP* | *Description of the cost, justification of the amount, and its impact on the achievement of the objective* | *Planned costs (in PLN)* | *Incurred costs (in PLN)* |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| **TOTAL** | |  |  |
| C2. Total cost of the sub-project | |  | |
| **The report should be accompanied by a list of expenditures which have been financed by the co-financing granted (decision), including information about the amount, types of costs, and codument number in SAP (e.g., a printout from SAP).** | | | |

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| --- | --- | --- |
| date and signature of the applicant\* | date and signature of the Bursar’s Representative\* | date and signature of the Dean or the Head of the unit at UW\* |
|  |  |  |
| \* In the case of confirmation submitted from electronic university mail under the Ordinance No. 279 of the Rector of the University of Warsaw of 10 December 2020, please attach to the application a printout of the e-mail with this confirmation | | |