Annex 3

Project implementation report template

A1. The Applicant

| A1. First name | A2. Last name |
| --- | --- |
|  |  |
| A3. Title / academic degree | A4. Position |
|  | ❍ assistant ❍ senior assistant  ❍ assistant professor ❍ university professor  ❍ professor ❍ other  ………………………………………………… |
| A5. Telephone number | A7. Email address |
|  |  |

A2. Information about the project

| 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 POV IV) (up to 5,000 characters) |
|  |
| B4. Publication of results |
|  |
| B5. Promotional activities |
|  |

C. Financial settlement

|  |  |  |  |
| --- | --- | --- | --- |
| C1. List of expenditures | | | |
| No. | 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 | |  |  |
| 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 document number in SAP (e.g., a printout from SAP). | | | |

|  |  |  |
| --- | --- | --- |
| date and signature of the applicant\* | date and signature  Bursar’s Representative\* | date and signature of the Dean or the Head of the unit at UW \* |
|  |  |  |
| \*The following methods of signing this document are accepted:  1. traditional signature - a scan of a legible handwritten signature, stamped if possible, or  2. an electronic qualified signature  - where the use of both of the above-mentioned methods is allowed only if it is possible to verify the electronic signature by reading its parameters and properties.  It is allowed to apply the provisions of Art. 4 para. 2 of Ordinance No. 279 of the Rector of the University of Warsaw of 10.12.2020, provided that the confirmation submitted by university email (referred to in the above Ordinance) clearly defines the subject of the confirmation. | | |