

Appendix 1

to the announcement of the Director of the Nicolaus Copernicus Research Center of July 21, 2023.
about the competition for financing the Nicolaus Copernicus Grants.

Application form for the Nicolaus Copernicus Grant

The form is intended for Applicants of the Nicolaus Copernicus Grants Programme.
The application form consists of the following parts:

- Part I - Information about the Applicant
- Part II - Information about the Project
- Part III - Project Budget
- Part IV - Applicant's declarations

Before filling out the form, please read the information contained in the Regulations for granting Copernicus Scholarships and Grants of Nicolaus Copernicus, attached to the order of the Secretary General of the Copernicus Academy of June 21, 2023, and in the announcement of the Director of the Nicolaus Copernicus Research Center of July 21, 2023 about the competition for financing the Nicolaus Copernicus Grants.

Part I - Information about the Applicant

1. Applicant's data

Entity name:	
Address data:	
Type of entity (e.g. public university)	
Bank name:	
Bank account number:	
Address of the electronic inbox (ePUAP):	
Telephone:	
E-mail:	
website:	
KRS:	
Tax ID:	
Regon:	
Sector:	

1. Representative of the Applicant

Position / Function:	
Title:	
First name and last name:	
E-mail:	

2. Unit within the Applicant's structure implementing the project (*if applicable)

Name of the unit/units implementing the project (organizational unit or units within the Applicant's structure)	
Position/function of the head of the unit:	
Title:	
First name and last name:	
E-mail:	

3. The contact person indicated by the Applicant in matters related to the project

Position / Function:	
Title:	
First name and last name:	
E-mail:	
Phone number:	

4. Description of the Applicant or the Applicant's organizational unit/units that will implement the project.

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The description should include information on: scope of activity, organizational and substantive potential for project implementation, specialization and competences in the scope of the proposed Project (max. 500 words).

5. Experience of the Applicant/unit/units in the implementation of international activities and projects

6. Information about consortium members (partner) (*if applicable)

Full name	
HQ address	
Town	
Country	
Name and surname and position of the contact person	
E-mail address	
Website address	

7. Description of the consortium member (partner) and his experience in the implementation of international projects.

The description should include information on the scope of activity, organizational potential to implement the project, specialization and competences in the scope of the proposed project (max. 500 words).

8. Experience of the Applicant or the unit/units implementing the project in cooperation with the partner. Justification for choosing a partner.

(max. 300 words).

10. Description of the partnership structure

Please describe the division of tasks between the participating institutions and the detailed scope of responsibility, what benefits the partner institutions participating in the project expect from cooperation, communication with Partners throughout the project implementation period (max. 300 words).

Part II – Information about project

9. General information

Project title:	
Implementation period (expressed in months):	
Amount requested:	
Field and discipline of science to which the subject of funding applies:	

10. Description of the research project

Please clearly present key project information. The description should include at least: project objectives, method of implementation, results and expected long-term effects and benefits of the project (max. 500 words).

11. Project summary in English

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(max. 500 words)

12. Description of the planned activities in the Project along with the justification for their selection

Task Name:	
Task number:	
Task implementation period from.....to..... (indicate dates).	
Description of the task (method of implementation, impact on the achievement of the objectives and results of the project, justification for the selection of individual tasks from the point of view of achieving the assumed results and objectives) (max. 300 words)	

The characteristics of project activities should be related to the description included in the detailed budget of the project (in particular the name and number of the task).

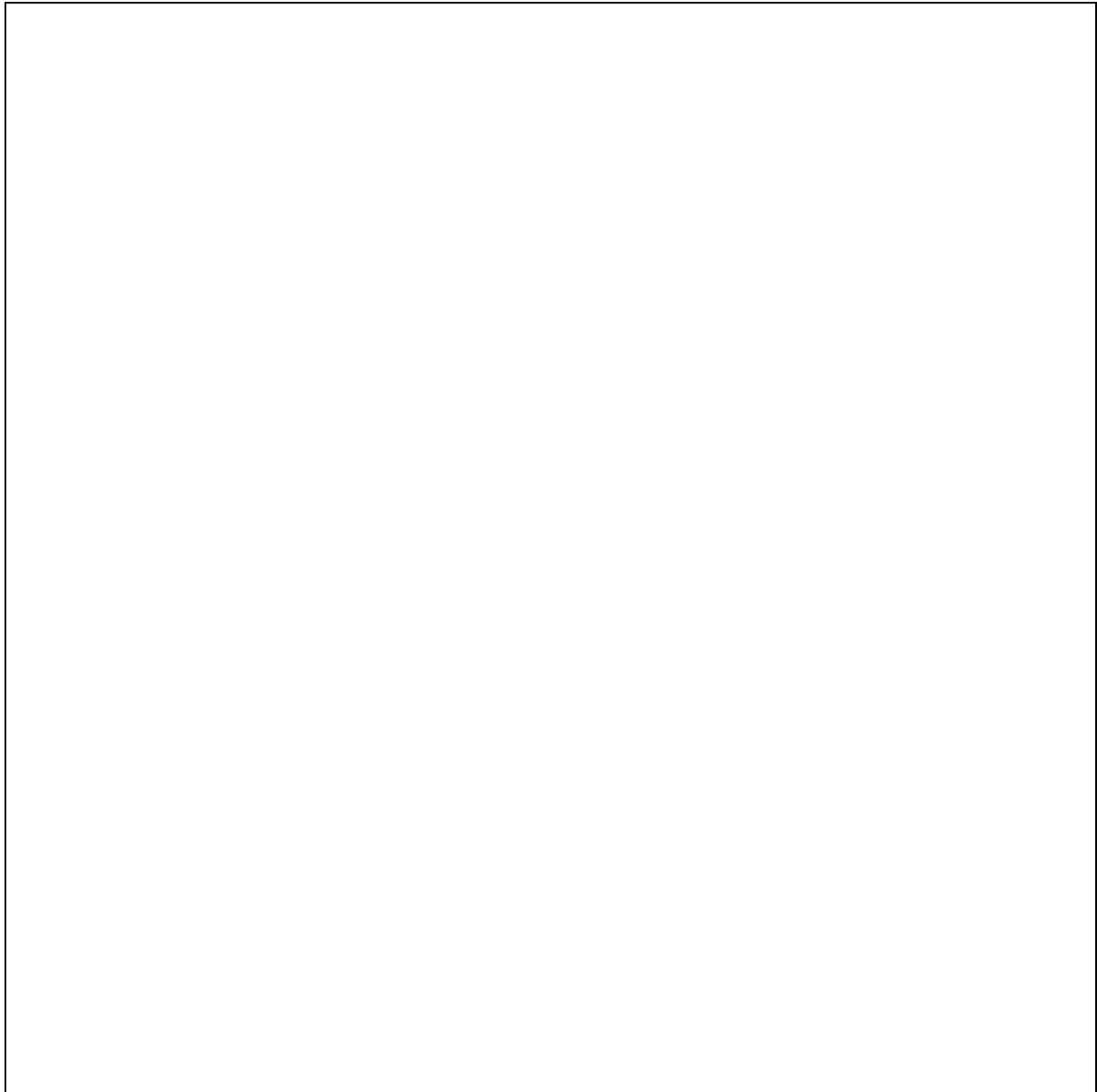
13. Planned results and products of the project and their impact

Please complete the following fields in the table:

- name of the product with its short characteristics (short explanation and what it consists of) (e.g. scientific conference, workshop, publication with a short description).
- number/unit of measurement - a field specifying a given product numerically (e.g. "2 conferences", "3 workshops", "10 publications")
- description of the result achieved as a result of product implementation and its impact on the target groups and the Applicant.

Product name	
Number/unit of measure	
Description of the result achieved as a result of the product implementation and its impact on the target groups and the Applicant (max. 300 words).	

14. Information on the scientist referred to in point 1 of the announcement of the Director of the Nicolaus Copernicus Research Center of July 21, 2023 on the competition for financing the Nicolaus Copernicus Grants



Indicate the 5 most important scientific publications and the 5 most important speeches at conferences in foreign entities from the last five years from the date of submitting the application.

- 15. The validity of the research project referred to in point 1 of the announcement of the Director of the Nicolaus Copernicus Research Center of July 21, 2023 on the competition for financing the Nicolaus Copernicus Grants**

Justify that the subject of the application of a scientist with an internationally recognized position is an important research project within the meaning of Art. 31 sec. 2 of the Act on the Copernicus Academy (max. 800 words).

16. Consistency of the research project with the assumptions of the competition

Describe the relationship between the research project and the competition priorities set out in § 18-19 of the Regulations for awarding Copernican Scholarships and Grants attached to the order of the Secretary General of the Copernicus Academy of June 21, 2023 (max. 800 words).

Part III - Project Budget

The Project budget consists of a table divided into tasks (listed in part II of the application, point 13). For each of the tasks, the Applicant enters each planned cost item into the table.

The following fields should be completed in the budget:

- Cost name – name of the cost that enables its identification
- Rate/unit price at which the given cost item will be settled
- Number – indicates how many pieces/unit rates a given item contains

• Description of the method of cost calculation – indicates how a given cost was calculated and justifies the calculation. In this field, the Applicant must provide the expected amount of work and precisely specify the basis for determining the price/unit rate.

The planned costs should be adequate to the activities and tasks in the project.

17. Costs of the project

Number and name of the task (from part II of the application, point 13).

Cost name

Unit rate/price

Number

The total cost of the item

Cost name

Unit rate/price

Number

The total cost of the item

Total task value: PLN

Sample costs:

1. Costs of remuneration for persons directly involved in the implementation of project activities:

- a. costs of employment contracts, task allowances or other components of remuneration;
- b. costs of civil law contracts (including contracts with the Applicant's employees or external experts and associates).

Note: the total amount of remuneration costs may not exceed 30% of the value of the Project.

Travel and subsistence costs – incurred in connection with the implementation of the project:

- a. travel and subsistence costs - the Applicant's employees incurred in connection with domestic or foreign trips necessary to implement the project;
 - b. costs of travel and subsistence - of persons co-implementing the project (e.g. students, experts, speakers) incurred in connection with domestic or foreign trips/arrivals necessary for the implementation of the project;
 - c. travel costs include in particular the costs of travel from the place of residence to the destination, visa costs, health insurance costs, liability insurance, accident insurance;
 - d. maintenance costs include in particular the costs of accommodation and allowances.
2. Costs of organizing or participating in meetings, conferences, fairs and other events in Poland or abroad, including on-line:
- a. costs of renting rooms, equipment, sound systems;
 - b. hotel services (e.g. accommodation for experts, speakers) and catering services (coffee breaks, lunch);
 - c. preparation of conference materials (including costs of duplicating materials, purchase of office supplies and consumables for the needs of the organized event);
 - d. costs of disseminating information about the planned event (e.g. advertising on the Internet);
 - e. other costs directly related to the organization of the event.
3. Costs of purchasing other goods and services necessary to implement the project:
- a. designing, editing, composition and printing of information materials and publications (e.g. research results, guides, manuals);
 - b. translation costs;
 - c. purchase of international teaching aids;
 - d. the cost of publishing articles and other studies in international journals;
 - e. purchase of consumables for the preparation of tests (e.g. necessary reagents, small research materials, etc.);
 - f. other costs directly related to the implementation of the project and necessary to achieve its objectives.

18. The total budget of the Project by name of costs

Cost Name	Amount

19. Total project budget by tasks

Task name	Amount

20. Budget summary

Total costs from the application:	
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Direct costs	Indirect costs (indirect costs cannot exceed 10% of the amount of funds requested)

Part IV - Applicant's declarations

Statements

Being authorized to submit this declaration, on behalf of the Applicant applying for financing of the Project, I declare that:

- I am aware of the responsibility regarding the certification of untruths regarding circumstances of legal significance,
- the information contained in the above application is consistent with the facts,
- the planned costs indicated in the application are not financed from funds from other sources and the Applicant does not apply for their financing from other sources,
- The applicant is not in arrears with payments for budgetary liabilities and with the payment of social and health insurance contributions,
- The applicant has the financial capacity to implement the project under the Nicolaus Copernicus Grants,
- The applicant has not initiated composition or liquidation proceedings, has not been declared bankrupt or lost its legal personality, has not suspended business activity, is not subject to court proceedings regarding these matters, and is not in a similar situation resulting from a similar procedure provided for in national legislation,
- I confirm the fulfillment of the information obligation towards persons whose data has been provided under this application - by providing the principles of personal data protection,
- I confirm that the scientific activity covers revenues exceeding 50% of the Applicant's total revenues.
- I consent to the sending of correspondence by means of electronic communication within the meaning of art. 2 point 5 of the Act of 18 July 2002 on the provision of electronic services,
- I declare that I have read the announcement of the Director of the Nicolaus Copernicus Research Center of July 21, 2023 about the competition for financing the Nicolaus Copernicus Grants and accept its provisions.

.....
Place, date

.....
Signature

List of additional documents to the application for the Nicolaus Copernicus Grant

1. a statement that the funds granted will not constitute state aid for the applicant in accordance with art. 107 and art. 108 of the Treaty on the Functioning of the European Union,
2. a statement that the project does not include activities financed from other funds from the state budget,
3. if the applicant is an entity referred to in point 8 f/g/h of the announcement, the following should also be submitted:
 - a. a certified true copy of the agreement, statute or other document provided for by law regarding the establishment, activity and organization of the applicant,
 - b. a statement that the applicant is an entity conducting mainly scientific activity,
4. if the application is signed by a person authorized by the applicant's representative, an appropriate authorization shall be submitted with the application,
5. in the case of establishing a consortium, a scan of the letters of intent signed by the Applicant and the person authorized to represent the partner/partners. The letter of intent should indicate the title of the proposed project and the implementation period in accordance with the application, and clearly indicate that it was concluded for the purpose of applying in the competition for the Nicolaus Copernicus Grants,
6. CV of the scientist referred to in point 1 of the notice, which includes at least: a full list of publications in foreign languages, conference speeches delivered in foreign languages, funded research projects in which the scientist was the manager or main contractor.