



UNIwersytet
Warszawski



Wydział Nauk Politycznych
i Studiów Międzynarodowych
Uniwersytet Warszawski

Wydział Nauk Politycznych i Studiów Międzynarodowych

COMPETITION FOR BEST STUDENT ORGANISATION AND STUDENT GOVERNMENT ACTIVITIES IN THE 2020/21 ACADEMIC YEAR

For the purpose of activating the student government and the student scientific and artistic movement, and harmonising the rules on awarding funds for statutory activities of student organisations supervised by employees of the Faculty of Political Science and International Studies, dr hab. Daniel Przastek, Dean of the Faculty of Political Science and International Studies, hereby sets forth **the terms and conditions for the competition** for funding.

TERMS AND CONDITIONS

1. All student organisations supervised by employees of the Faculty of Political Science and International Studies at the University of Warsaw, whose statutory activities are scientific and artistic in nature, may take part in the competition. The student government at the Faculty of Political Science and International Studies may also take part in the competition.
2. **The amount devoted to the implementation of the student organisations' activities in the 2020/21 academic year** is PLN 10,000.00, though that amount might not be awarded in full.
3. The amount awarded for the given project or event may not exceed 60% of its budget.
4. Competition funds may be awarded for, among other things:
 - a) publications (only those positively reviewed);
 - b) participation in conferences;
 - c) projects concerning the organisation of scientific conferences and seminars;
 - d) other events related to scientific and artistic activities.
5. Competition funds may not cover costs of remuneration.
6. Student organisations may also submit a **joint application** to support the fulfilment of a task.

7. Three events organised by the student government at the Faculty of Political Science and International Studies are excluded from the competition: Gardenalia, Obóz Zerowy and Majówka.
8. **Entrants are required to submit the following documents:**
 - a) a completed application (which constitutes Appendix No. 1 hereto);
 - b) a certificate that the entrant submitted its activity report to the Rector's Office – newly established organisations are required only to confirm their entry into the register of student organisations;
 - c) a statement of other potential sources of financing or own contribution (with full budget attached);
 - d) a statement that the entrant read and accepts these Terms and Conditions.
9. In the 2020/21 academic year, applications are accepted on a rolling basis.
10. The deadline for applications is **the 15th day of each month**. The whole set of documents should be sent as one PDF file to a.bejma@uw.edu.pl and ruchstudenckiwnpism@uw.edu.pl.
11. The Dean of the Faculty of Political Science and International Studies will set up a Board to consider the applications submitted.
12. Competition results are announced on the last working day of the month in which the applications are submitted.
13. If the application is dismissed on formal grounds, the organisation may submit the same corrected application in the subsequent month.
14. The Board's decisions are final and non-appealable.
15. The student organisation which receives funding is obliged to settle the funds awarded within 21 days of the event in line with the template drafted by the Financial Office of the Faculty of Political Science and International Studies. In each instance, the invoice presented for settlement purposes should be signed by the Dean's Representative for the Student Scientific Movement.
16. The substantive implementation report is to be submitted in paper and electronic form to **a.bejma@uw.edu.pl** within 30 days from the event's conclusion.

17. Regardless of financial support received, all student organisations are obliged to deliver copies of their annual statements they submit to the Rector's Office.
18. The personal data processing notice constitutes Appendix No. 2 hereto.

Appendix No. 1

**APPLICATION FOR FUNDING FOR A STUDENT PROJECT AT THE FACULTY
OF POLITICAL SCIENCE AND INTERNATIONAL STUDIES, UNIVERSITY OF
WARSAW**

1. **Name of student organisation:**
2. **Student organisation representative:**
 - a. **First name and surname:**
 - b. **Telephone number:**
 - c. **E-mail address:**
3. **Project / event / task name:**
4. **Project / event / task deadline:**
5. **Project / event / task description:**
6. **Project / event / task purposes:**
7. **Project budget** (please indicate all financial resources planned for the implementation or fulfilment of the project / event / task)

No.	Task	Amount	Incl. additional financing	Source of financing (Dean's subsidy or other, please specify)
	TOTAL			

Date and place

Signature of the student organisation's
authorised representative

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Signature of the Supervisor of the Student Organisation at the Faculty of Political Science and
International Studies

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Appendix No. 2.

Personal data processing notice

Data controller

The controller of your personal data being processed is Uniwersytet Warszawski (the University of Warsaw), ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa.

You may contact the controller:

- by post to: Uniwersytet Warszawski, ul. Krakowskie Przedmieście 26/28, 00-927 Warszawa (please specify the organisational unit to which correspondence is addressed);
- by phone at: 22 55 20 000.

Data Protection Officer (DPO)

The controller has appointed a Data Protection Officer, which you may contact by e-mail at iod@adm.uw.edu.pl.

You may contact the DPO in all matters pertaining to the processing of your personal data on the part of the University of Warsaw, and to the enjoyment of your rights related to personal data processing.

The DPO is not responsible for handling other matters, such as providing information on the terms and conditions of the competition, or receiving competition applications, etc.

Purposes of and legal grounds for the processing

Your personal data will be processed:

1. pursuant to Article 6(1)(e) GDPR¹ in conjunction with Article 6(1)(c) GDPR:
 - for participation in the competition for best student organisation and student government activities;
 - for harmonisation of rules on awarding funds for statutory activities of student organisations;
2. pursuant to Article 6(1)(c) GDPR:
 - for settlement of funds awarded in accordance with tax and accounting provisions.

Period of retention

Your personal data will be processed for the period necessary for the achievement of objectives of that processing:

- 1) for the period required for the competition to take place, and funds to be awarded to student organisations and the student government;
- 2) for the period arising from tax and accounting provisions.

Data recipients

Your data will be accessible to authorised employees and associates of the University of Warsaw who are obliged to process your personal data in connection with the performance of their professional responsibilities.

Data recipients may also include entities with which the controller entrusts the performance of specific responsibilities which involve necessary personal data processing.

Furthermore, your personal data may be made available to entities authorised by virtue of legal provisions.

Transmission of data outside the European Economic Area

Your personal data may also be processed by the vendor of G Suite for Education – Google (with which we concluded a data processing agreement) – in its data processing centres².

Data processing rights

¹ Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).

Article 6(1)(c) GDPR – processing is necessary for compliance with a legal obligation;

Article 6(1)(e) GDPR – processing is necessary for the performance of a task carried out in the public interest.

² <https://www.google.com/about/datacenters/inside/locations/index.html>

We ensure that you are able to exercise all your rights pursuant to the provisions of the GDPR, i.e., to exercise:

- the right of access and to obtain a copy of your data;
- the right to rectification;
- the right to restriction of processing;
- the right to erasure (subject to Article 17(3) GDPR);
- lodge a complaint with the President of the Personal Data Protection Office, should you find your personal data to be processed in breach of provisions on personal data protection.

The obligation to provide data and consequences of failure to do so

You are required to provide your personal data in order to take part in the competition and obtain the funds. If you fail to provide your personal data, your participation in the competition will be hindered or rendered impossible.