*Appendix no.2*

*Agreement Template*

*of Project participation between the Beneficiary and a Project Participant*

**AGREEMENT OF PROJECT PARTICIPATION BETWEEN THE BENEFICIARY**

**AND A PROJECT PARTICIPANT**

Concluded on \_\_\_\_\_\_\_\_ in \_\_\_\_\_\_\_\_\_\_, hereinafter referred to as “the Agreement”, between:

**the** **University:** the University of Gdańsk, address: 80-309 Gdańsk, Jana Bażyńskiego 8,
Tax Identification Number (NIP): 854-020-32-39, National Business Registry Number (REGON): 0000001330, hereinafter referred to as “the University”, represented by Mrs/Mr
\_\_\_\_\_\_\_\_\_\_[[1]](#footnote-1) \_\_\_\_\_\_\_\_\_\_[[2]](#footnote-2)*,* that is the Beneficiary as defined by the agreement of implementation and funding of the project called “Internationalisation of Doctoral Schools in the University of Gdańsk”[[3]](#footnote-3)(hereinafter referred to as the Project)as part of the STER NAWA Programme– internationalisation of doctoral schools[[4]](#footnote-4)(hereinafter referred to as the Programme), concluded with the Polish National Agency for Academic Exchange, hereinafter referred to as “the Agreement with the University”.

and

Mrs/Mr: \_\_\_\_\_\_\_\_\_\_[[5]](#footnote-5), identification number (PESEL)/passport number \_\_\_\_\_\_\_\_\_\_, address: \_\_\_\_\_\_\_\_\_\_, hereinafter referred to as “a Project Participant”.

Parties determine the following conditions of the Agreement:

**§ 1 – SUBJECT OF THE AGREEMENT**

1. Parties of the Agreement determine to enforce scholarship exchange as part of the Programme subject to the provisions of the Agreement with the University.
2. A Project Participant declares that he or she is familiarised with and accepts the Programme documentation and the responsibilities placed on him or her in the Agreement with the University and its included documents.
3. The University provides a Project Participant with financial support as part of the best UG DS students’ foreign mobility from Poland and abroad in the form of monthly internships, hereinafter referred to as “the Undertaking”.
4. The Undertaking shall be carried out in ………………….......................... *(name of the university/scientific institute)* in ………………… *(city, country)* from ………………… ((*dd-mm-* *yyyy)* to ………………… ((*dd-mm-* *yyyy) in accordance with the programme specified by the organisers).*
5. A Project Participant accepts the funding and is obligated to participate the Undertaking referred to in section 3.
6. A Project Participant declares that he or she is familiarised and accepts the conditions of the Agreement. Introducing any amendments to the Agreement requires a written form under pain of nullity.

 **§ 2 – DURATION OF THE AGREEMENT**

1. The Agreement enters into force on the day of its conclusion, i.e. when it is signed by the last of the parties.
2. The internship begins on the \_\_\_\_\_\_\_\_\_\_(dd-mm-yyyy) and ends on \_\_\_\_\_\_\_\_\_\_(dd-mm- yyyy).

**§ 3 – FUNDING THE UNDERTAKING**

1. The funding of expenses related to the internship amounts to \_\_\_\_\_\_\_\_\_\_ PLN (in words: \_\_\_\_\_\_\_\_\_\_). The above-mentioned amount includes a cost of travel in the sum of \_\_\_\_\_\_\_\_\_\_ and a living expenses in the sum of \_\_\_\_\_\_\_\_\_\_ as well as \_\_\_\_\_\_\_\_\_\_ (list any other potential expenses of the Undertaking).
2. A Project Participant is obligated to complete an evaluation survey within a timeframe and on the conditions specified in the Programme.
3. A Project Participant is obligated to submit a proper, depending on the nature of Undertaking, certificate acknowledging accurate completion of the Undertaking. A template of the certificate constitutes appendix no. 1 to the Agreement.
4. A Project Participant is obligated to submit to the University a correctly completed form of a Financial account of the trip, within 30 calendar days upon the date of the return from the Undertaking. A template of the financial account of the trip constitutes appendix no. 2 to the Agreement.

**§ 4 – payments to the benefit of a Project participant**

1. Within \_\_\_\_\_\_\_\_\_\_ days from the Agreement entering into force a payment for a Project Participant in the amount of \_\_\_\_\_\_\_\_\_\_ PLN shall be mandated.
2. To the remaining extent the University shall pay a Project Participant the financial resources until the following date \_\_\_\_\_\_\_\_\_\_ upon the acceptance of the Financial account of the trip referred to in section 3 paragraph 4 by the University.
3. Should the amount of resources transferred to a Project Participant in accordance with section 4 paragraph 1 exceed the amount recorded in the Financial account of the trip, the Project Participant is obligated to refund the difference between the paid sum and the amount due within 7 days upon the acceptance of the Financial account of the trip by the University. The financial resources returned by the Project Participant mentioned above constitute unused resources as defined in the Agreement with the University.
4. Payments shall be made via a transfer to a Project Participant’s bank account number specified by him, i.e. the following account number: \_\_\_\_\_\_\_\_\_ *(the manner of payment for the Project Participant is to be specified*).

**§ 5 – Personal Data**

A Project Participant, while concluding the agreement, is obligated to submit a statement regarding personal data, which constitutes appendix no. 3 to the Agreement. Refusal to submit the aforementioned statement may constitute the basis for withdrawal of payment of financial resources to the Project Participant and for withdrawal from the Agreement by the University within 3 months from the day of its conclusion, i.e. until \_\_\_\_\_\_\_\_\_.

**§ 6 – Current law and jurisdiction**

Granting and compensation of the funding as part of the Programme is carried out on the basis of the provisions of the Agreement. All conflicting matters in relation to the Agreement shall be settled in accordance with the Polish law.

**§ 7 – Final conditions**

1. Judicial court competent to settle any disputes resulting from the Agreement shall be the court adequate to the University.
2. The Agreement has been issued in identical duplicate, one copy for each Party.

*Project Participant University*

*First name and last name First name, last name and position*

*Signature……………………………... Signature …………………………….*

*City/town and date ………………… …. City/town and date ……………….……..*

*University stamp*

**Appendices:**

1. Certificate template[[6]](#footnote-6)
2. Financial account of the trip template[[7]](#footnote-7)
3. Project Participant’s statement template[[8]](#footnote-8)
1. First name and last name [↑](#footnote-ref-1)
2. Position [↑](#footnote-ref-2)
3. Beneficiary’s project title [↑](#footnote-ref-3)
4. Name of NAWA programme [↑](#footnote-ref-4)
5. Project Participant’s first and last name [↑](#footnote-ref-5)
6. A Certificate template constitutes appendix no. 3 to the Regulations on the scientific-research and training internships of STER NAWA. [↑](#footnote-ref-6)
7. A Financial account of the trip constitutes appendix no. 6 to the Regulations on the scientific-research and training internships of STER NAWA [↑](#footnote-ref-7)
8. A Project Participant’s statement template constitutes appendix no. 8 to the Regulations on the scientific-research and training internships of STER NAWA. [↑](#footnote-ref-8)