

PROJECT REGULATIONS

“Green Wrocław University of Science and Technology in Unite!”

§1

General Provisions

These Regulations set out the rules for the implementation of the project **“Green Wrocław University of Science and Technology in Unite!”** financed by the European Union under the **European Funds for Social Development 2021-2027 (FERS)** within the framework of the NAWA programme entitled **“Support for European University Alliances - 2025”**, project No. **FERS.01.05-IP.08-0219/23**.

Information about the Project is available on the NAWA website:

<https://nawa.gov.pl/nawa/projekty-fers/wsparcie-uniwersytetow-europejskich-fers>

1. The Project is implemented by Wrocław University of Science and Technology, Wyb. Stanisława Wyspiańskiego 27, 50-370 Wrocław, Poland, hereinafter referred to as “WUST”.
2. The Project is implemented from 1 February 2026 to 31 May 2027, in accordance with the Project Grant Agreement No. BPI/WUE/2025/1/00033/U/00001.
3. The objective of the Project is to strengthen the capacity of Wrocław University of Science and Technology as a partner of the Unite! Alliance in the areas of education, research, and university management through the implementation of innovative educational activities, the development of international cooperation, and the enhancement of academic mobility opportunities for students and staff. Project activities focus on supporting the green transition and sustainable development in line with the objectives of the European Green Deal.
4. The Project has an international scope.
5. Participation in the Project is free of charge.
6. These Regulations specify the rules for the implementation of the Project and the conditions for participation therein, including in particular:
 - a. range of scope;
 - b. the rights and obligations of Project Participants and the Beneficiary;
 - c. the rules governing: participation in the Project; recruitment; payment of travel, accommodation and subsistence lump sums; scholarships; information and publicity requirements; the application of horizontal principles; documentation of substantive activities; monitoring and evaluation; reporting; preserving sustainability.
7. Any person applying to participate in the Project is required to familiarize themselves with these Regulations and may enter the recruitment and selection process only after accepting their provisions.

§2

Glossary

The following terms used in the Regulations shall mean:

- **Agency** - The National Agency for Academic Exchange (NAWA) based in Warsaw, which is the institution funding the project.
- **Beneficiary** - the entity executing the Project, i.e. Wrocław University of Science and Technology (WUST).



- Project Office - the office is located in Wrocław, at Wybrzeże Stanisława Wyspiańskiego 27, building A1, room 422.
- **Project Office** - the office located at Wrocław University of Science and Technology, Faculty of Management, 5 Ignacego Łukasiewicza Street, 50-371 Wrocław, Building B-4, Room 414.
- **Verification Committee Members** - persons responsible for control and evaluation activities within the Project, in particular for the assessment of applications, participant recruitment and selection, and quality assurance of Project activities.
- **Form of support** - a type of support provided under the Project for a Participant, including short-term mobility programmes, in particular Blended Intensive Programmes (BIPs), study visits, workshops, summer and winter schools, micro-credentials, internships, international conferences, and Collaborative Online International Learning (COIL) activities.
- **European Funds for Social Development (FERS)** - an operational programme co-financed by the European Social Fund Plus (ESF+) serving as a source of funding for the NAWA Programme.
- **Project Implementing Units** - organisational units of the Beneficiary responsible for the implementation of Project tasks within their respective areas of competence, both substantively and administratively. The leading unit responsible for Project implementation is the Faculty of Management (W8N). The implementation of the project is also supported by university-wide units, in particular: the Bursar's Office, the Payroll Department, the Project Department, the Center for International Relations, the Legal Department, and the Human Resources Department.
- **Project Manager** - a member of the Project Team responsible for the day-to-day management of the Project, including planning and organising work, supervising the implementation of tasks, managing risks, changes and communication within the Project, as well as periodically reporting Project progress to the Steering Committee.
- **Steering Committee** - the supervisory and advisory body composed of representatives of the Central Administration of Wrocław University of Science and Technology, namely the Vice-Rector for Cooperation with the Socio-Economic Environment and the Dean of the Faculty of Management, as well as a representative of the Faculty of Management.
- **Unite!** - a network bringing together nine European universities. Through joint educational programmes and flexible study pathways, its members aim to develop a new model of European university education. The following eight partner universities participate in the Project:
 1. Grenoble Alpes University (France),
 2. University of Lisbon (Portugal),
 3. KTH Royal Institute of Technology, Stockholm (Sweden),
 4. Aalto University (Finland),
 5. Technical University of Darmstadt (Germany),
 6. Politecnico di Torino (Italy),
 7. Universitat Politècnica de Catalunya - BarcelonaTech (Spain),
 8. Graz University of Technology (Austria).
- **Beneficiary Guide** - a document outlining the rules for implementing the Project within the institutional programmes of the Agency, available on the project's website.



- **Agency Governing Platform** - the National Academic Exchange Agency's ICT system for the electronic handling of applicants, including participants in projects funded by the ESF, available on the website <https://nawa.gov.pl>.
- **Project** - the project entitled "Green Wrocław University of Science and Technology in Unite!" implemented by WUST based on the project funding agreement number BPI/WUE/2025/1/00033/U/00001, obtained as a result of a positive evaluation of the funding application.
- **Programme** - the NAWA Programme "Support for European University Alliances - 2025",
- **Project Regulations** - this document governing the rules for the implementation of the Project, hereinafter referred to as the Regulations.
- **Project Participant** - any natural person directly benefiting From support provided within the Project and meeting the eligibility criteria for participation in the Programme and the Project, including students enrolled in Bachelor's, Master's and doctoral programmes, as well as academic and non-academic staff of the Beneficiary and partner universities within the Unite! network, provided that their participation is relevant to the objectives of the Project.
- **Project Website** - <http://green.pwr.edu.pl/>.
- **Substantive Task Coordinators** - persons responsible for the implementation and coordination of individual substantive tasks within the Project, including the development of Project outputs and ensuring their quality and compliance with Project objectives. Substantive Task Coordinators are responsible for the substantive content of Project outputs and the achievement of Project objectives.
- **Project Team** - also referred to as the Project Office, consisting of the Project Manager and administrative staff of WUST responsible for the proper formal implementation of the Project. The Project Office is located at the Faculty of Management of Wrocław University of Science and Technology, 5 Ignacego Łukasiewicza Street, 50-371 Wrocław, Building B-4, Room 414.

§3

Scope of support provided within the project

1. The Project comprises nine tasks involving educational, training and development activities aimed at strengthening international cooperation within the Unite! alliance, enhancing the competencies of Project Participants, developing innovative teaching and learning methods, and promoting sustainable development.
2. The Project includes the following tasks:
 - a. Task 1 - Development of short-term mobility programmes (Blended Intensive Programmes - BIPs) focused on the "Green Campus" concept, based on tools and solutions developed within the Unite! Alliance (MetaCampus). The task includes participation in international short-term mobility activities aimed at enhancing intercultural competencies and promoting knowledge of sustainable development within the academic environment.
 - b. Task 2 - Living Lab for Sustainable Development involves cooperation within international working groups, study visits, and Blended Intensive Programmes (BIPs) aimed at developing competencies in sustainable development and digital transformation.
 - c. Task 3 - Initiation and pilot implementation of Open Educational Resources (OER) within the Unite! Alliance includes activities related to the development, publication and

dissemination of Open Educational Resources through the MetaCampus platform in support of sustainable development.

- d. Task 4 - Development of joint educational activities based on the Collaborative Online International Learning (COIL) approach in cooperation with Unite! partner universities. The task includes the design and implementation of COIL courses, virtual exchange programmes and micro-credentials.
 - e. Task 5 - Joint initiatives supporting flexible Lifelong Learning (LLL) within Unite! include the development of a joint educational offer, as well as the creation of micro-credentials and flexible learning pathways.
 - f. Task 6 - Organisation of an International Summer School for students from Unite! partner universities. The summer school may be organised outside the traditional summer holiday period, in accordance with the Project schedule. The programme includes classes, workshops and collaborative activities designed to enhance participants' competencies and strengthen international cooperation within the Unite! Alliance.
 - g. Task 7 - Organisation of the international conference "Unite! Green Research Days", providing a platform for presenting research results, exchanging knowledge, and fostering international scientific cooperation.
 - h. Task 8 - Supporting green innovation and interdisciplinary research cooperation within Unite! through research internship programmes and networking activities aimed at strengthening scientific cooperation, facilitating the exchange of knowledge and experience, and promoting green innovation.
 - i. Task 9 - Strengthening the capacity of academic and administrative staff of WUST through workshops and training activities on Design Thinking methodology, green management, and the development of micro-credentials, organised in cooperation with Unite! partner universities.
3. The detailed Forms of support, eligibility requirements, and rules governing the implementation of Project activities are set out in the Recruitment Regulations (Appendix No. 1) and in recruitment announcements published on the Project website.
 4. The individual Project tasks contribute to the achievement of the following specific objectives:
 - a. Objective 1 - Increasing the international mobility of students enrolled in Bachelor's, Master's and doctoral programmes, as well as academic and administrative staff, through the development of Blended Intensive Programmes (BIPs), summer and winter schools, and study visits implemented within the Unite! Alliance.
 - b. Objective 2 - Implementing educational and organisational solutions that support sustainable development, including the Green Campus concept and activities related to the energy transition and ESG principles.
 - c. Objective 3 - Developing and implementing innovative teaching methods and joint forms of educational cooperation in an international environment, including Collaborative Online International Learning (COIL), Living Labs, and e-learning.
 - d. Objective 4 - Strengthening the competencies of academic and administrative staff through the development of qualifications in modern teaching methods, international cooperation, and the management of transformation processes within higher education institutions.
 - e. Objective 5 - Developing and implementing micro-credentials through the establishment of a system for the recognition of short learning experiences within the Unite! Alliance,

including the validation of learning outcomes and the implementation of quality assurance mechanisms.

- f. Objective 6 - Creating modern educational resources through the development of digital learning materials, including Open Educational Resources (OER), e-learning modules, and toolkits, made available to the international academic community through educational platforms.
- g. Objective 7 - Strengthening the international position of Wrocław University of Science and Technology (WUST) by enhancing its visibility as an active partner in European educational and research initiatives.
- h. Objective 8 - Fostering the integration of the academic community and strengthening cooperation networks by creating opportunities for the exchange of knowledge and experience through conferences, workshops, summer and winter schools, and networking events.

§4

General Rules for Participation in the Project

- 1. Acquiring the status of a Project Participant is a prerequisite for receiving support.
- 2. The process preceding the acquisition of Project Participant status includes:
 - a. qualification for participation in a specific Form of support obtained through the internal recruitment procedure conducted by the Faculty of Management (WUST); the recruitment procedure is described in Appendix No. 1 - Recruitment Regulations;
 - b. self-registration, submission of personal data, and submission of declarations confirming compliance with the eligibility criteria applicable to the Programme through the Agency Portal; the registration procedure and the rules governing the completion of forms in the Agency Portal are described in Appendix No. 1 – Recruitment Regulations.
- 3. The following persons shall be eligible to participate in the Project:
 - a. employees of Wrocław University of Science and Technology (WUST), including academic and non-academic staff, provided that their participation is relevant to the objectives of the Project, as well as representatives of partner universities within the Unite! Alliance performing functions broadly equivalent to those of staff employed by higher education and research institutions in Poland;
 - b. students and doctoral candidates enrolled at Wrocław University of Science and Technology (WUST) in Bachelor's, Master's, long-cycle Master's or doctoral programmes, as well as students and doctoral candidates from partner universities within the Unite! Alliance participating in mobility activities at WUST under the Project.
- 4. Recruitment will be conducted in accordance with the principle of non-discrimination, in an impartial and transparent manner, and under equal conditions for all Candidates applying to the Project, taking into account the Project criteria and based on the submitted application documents. The recruitment process will comply with the principles of equal opportunities and equal access to support, regardless of gender, disability, age, ethnic origin, religion or belief, sexual orientation, or any other characteristic protected by law, and will be carried out in accordance with the provisions of the Beneficiary Guide and its attachments.
- 5. A Project Participant taking part in a Form of support requiring mobility, aimed at the acquisition of competencies or qualifications (under Tasks 1, 2, 5, 6, 7, 8 and 9) receives to:
 - a. reimbursement of travel costs in the form of a lump sum, the amount of which depends on the destination country;

- b. reimbursement of subsistence and accommodation costs in the form of a daily lump sum for each day of stay;
- c. a scholarship for each day of stay.

The amounts of the lump-sum allowances are determined in accordance with the rules set out in the Agency Beneficiary Guide. The scholarship rates are determined in accordance with the rules set out in the Call for applications for participation in the Programme. Detailed rules governing the payment of travel, subsistence and accommodation lump-sum allowances, as well as mobility scholarships, are set out in Appendix No. 2 - Regulations on the payment of mobility lump-sum allowances and scholarships.

6. All necessary information and application documents/project forms are available on the Project website.

§5

Rules for withdrawal from and removal from project participation

1. Withdrawal from the Project is permitted only in justified cases and may occur solely due to health-related reasons, force majeure, or other important circumstances which, by their nature, could not have been foreseen by the Project Participant at the time of joining the Project.
2. Should the Participant wish to withdraw from the Project, they are required to provide a written declaration of resignation, including the reasons for their decision.
3. In the event of withdrawal from the Project, the Project Participant is required to remain available for contact with the Beneficiary for the purpose of monitoring the indicators specified in the Project.
4. A Project Participant shall be removed from the list of Project Participants if they cease to meet the eligibility requirements for participation in the Project referred to in §2 of the Project Regulations, in particular in the event of:
 - a. loss of student or doctoral candidate status;
 - b. termination of employment with Wrocław University of Science and Technology (WUST) or a Unite! partner university;
 - c. cessation of any other circumstances constituting the basis for eligibility to participate in the Project.
5. The Beneficiary may remove a Project Participant from participation in the Project in the event of:
 - a. violation of the provisions of these Regulations;
 - b. serious breach of the organisational rules applicable during the implementation of the Forms of support;
 - c. provision of false information or submission of false declarations in the recruitment or Project documentation.
6. In the event of a Project Participant's withdrawal from the Project or removal from the list of Project Participants, the rules and obligations of the parties concerning the payment, suspension, or recovery of travel, subsistence and accommodation lump-sum allowances, as well as mobility scholarships costs are regulated in the Agreement concluded with the Project Participant and Appendix No. 2 - Regulations on the payment of mobility lump-sum allowances and scholarships, which form an integral part of these Regulations.

§6

Rights and obligations of Project Participants

1. A Project Participant is granted the following rights to:
 - a. participate in complimentary Forms of support implemented under the Project, provided the formal requirements are met;
 - b. receive a certificate or statement confirming the completion of individual Forms of support and the acquisition of competencies;
 - c. have the activities planned under the Project adapted to their individual needs (in the case of Project Participants with disabilities or special needs), including participation in an individualised and inclusive recruitment process, as well as in the assessment of learning outcomes using methods tailored to their needs, such as interviews, self-assessment, observation during classes, adjustment of the timing and schedule of learning outcome assessment, and other appropriate accommodations.
 - d. access the content of their data and to rectify, erase or restrict the processing of their data, as well as to object to the processing of their data, if the conditions set out in Articles 15, 16, 17, 18 and 21 of the RODO are met.
2. A Project Participant is obliged to:
 - a. submit of truthful, current, and necessary data required for the Beneficiary to fulfil obligations in terms of data collection, monitoring, and reporting within the Agency's Programme, including confirmation of data completion and submission on the Agency's Governing Platform;
 - b. promptly inform the Project Office of any changes to the Project Participant's personal data provided in the participation documents and to update such data in the Agency Portal within 7 days of the occurrence of the change;
 - c. regularly and punctually attend the support forms for which they have been qualified;
 - d. confirm their attendance at each session of a given Form of support by signing the attendance list;
 - e. upon completion of a Form of support, to submit to the Project Office documentation confirming participation, including, in particular, a certificate of participation, a report on a completed study visit and/or internship, a programme of delivered educational activities, and, where applicable, a work protected by copyright (within the meaning of the Polish Copyright and Related Rights Act of 4 February 1994) created directly in connection with the mobility activity. Such works shall be licensed under the Creative Commons Attribution 4.0 International (CC BY 4.0) licence and marked with the logos of the European Funds, the Republic of Poland, the European Union and NAWA, available for download from the Project website. Works created by the Project Participant shall be submitted to NAWA and made available on the NAWA website;
 - f. participate in the assessment of the level of competencies and/or qualifications specified in the Project before the start of a given Form of support and after its completion, or in any other form of assessment provided for the verification of competencies and/or qualifications within a specific Form of Support;
 - g. submit the participant status after leaving the project, which is verified within 14 days from the end of support in the Project;
 - h. inform the Project Office staff of the loss of student or doctoral candidate status, or the termination of employment with Wrocław University of Science and Technology (WUST) or a Unite! partner institution;
 - i. be responsible for their actions undertaken in connection with participation in the Project, including any damage caused through their fault

- j. purchase, at their own expense, appropriate insurance coverage for the period of participation in the Project activities, both in Poland and abroad;
- k. take reasonable care of their own safety and health and to act in a manner that does not endanger their own life or health or that of other Project Participants;
- l. become acquainted with and follow the terms of the project's regulations and its attachments.

§7

Rights and Obligations of the Beneficiary

1. The Beneficiary reserves the right to:
 - a. request for submission of additional documents and statements related to participation in the Project;
 - b. collect, process, and publish Project Participants' data in accordance with applicable personal data protection regulations;
 - c. change the deadlines for the implementation of Support Forms, especially in situations where important reasons arise;
 - d. request for the submission of a certificate confirming student status, doctoral candidate status, or employment at WUST or at a Unite! network partner university;
 - e. monitor the progress of Project Participants taking part in the offered Forms of support and conduct Project evaluation;
 - f. make changes to these Regulations.
2. The Beneficiary is obliged to:
 - a. implementation of the Project in accordance with the recruitment regulations and the recruitment announcement, as well as the concluded funding agreement along with its appendixes, in particular in accordance with the funding application and the Beneficiary Guide and its appendixes:
 - Accessibility Standards: Examples of application;
 - Detailed rules for information and promotion of projects funded by FERS resources;
 - Principles of recruitment, reporting, and data collection of participants in projects financed by FERS funds.
 - b. understanding the consequences of non-compliance with the provisions of the Programme as outlined in the correction tariffs, and striving to implement the Project in accordance with the applicable rules;
 - c. ensuring that the substantive staff hold qualifications relevant to the classes conducted in the Project;
 - d. providing technical and facility infrastructure, including rooms and buildings adapted for people with disabilities, such as: ramps, lifts, classes in rooms with appropriate sound systems and adapted equipment;
 - e. following the principles of equal opportunities and non-discrimination in the recruitment process, ensuring accessibility for persons with disabilities and equal opportunities for women and men;
 - f. considering the special needs of participants;
 - g. informing about changes made to the project Regulations;
 - h. issuing a certificate or other documents confirming participation in a particular Form of support.

§8

Information and promotion

1. While implementing of Project activities, the Project Team, Substantive Task Coordinators, Verification Committee Members and Steering Committee are obliged to fulfil all information and promotional obligations in accordance with the Agency Beneficiary Guide, the detailed rules regarding information and promotion in projects financed from the European Funds for Social Development 2021–2027 (FERS), constituting Appendix No. 2 to the Agency Beneficiary Guide, the Information and Publicity Standards constituting Appendix No. 1 to the Agency Beneficiary Guide, and the information published on the NAWA website:

<https://nawa.gov.pl/instytucje/wsparcie-universytetow-europejskich/materialy-informacyjne-promocyjne>

2. To reach the widest possible group of participants, a digital information campaign will be conducted.
3. Project communication activities are planned via:
 - a. the Project website and the Unite! network website;
 - b. social media channels dedicated to the Project;
 - c. direct communication with alliance representatives during official meetings.

The templates applicable for fulfilling informational and promotional obligations are available at the Project Office.

§9

Horizontal and Ethical Principles

1. All activities implemented in the Project shall be carried out with due regard for the principles of international cooperation, equal treatment, academic integrity, and responsibility for the proper implementation of Project activities, as well as in compliance with the horizontal principles applicable under the European Funds for Social Development 2021–2027 (FERS) programme.
2. The horizontal principles referred to in paragraph 1 include ensuring accessibility for persons with special needs, promoting equal opportunities and non-discrimination, including gender equality, and supporting sustainable development.
3. Project Participants and persons involved in the implementation of the Project are required to:
 - a. comply with the horizontal principles applicable under the FERS 2021–2027 programme;
 - b. act in accordance with the principles of ethics and academic integrity, and respect the rights and dignity of other participants involved in Project activities;
 - c. uphold the good name and reputation of Wrocław University of Science and Technology (WUST) and the Unite! Alliance partner universities. To ensure accessibility, the Project Team and Steering Committee are required to adhere to the accessibility standards outlined in Appendix No. 1 of the Beneficiary Guide. These include the training availability standard, the information and promotion standard, and the digital standard.
4. To ensure accessibility, the Project Team, Substantive Task Coordinators, Verification Committee Members and Steering Committee are required to adhere to the accessibility standards outlined in Appendix No. 1 of the Beneficiary Guide. These include the training availability standard, the information and promotion standard, and the digital standard.

5. Ensuring equal opportunities and non-discrimination, including gender equality, is considered when selecting members of the Substantive Task Coordinators, Verification Committee Members and Steering Committee, as well as during the recruitment of Project Participants for support activities. All individuals are guaranteed fair and full participation in project activities as well as access to the project's products and outcomes.
4. The principle of sustainable development is implemented, inter alia, through the reduction of paper-based materials and documentation, the organisation of online meetings, the use of electronic training materials (in accordance with digital accessibility standards), and the implementation of information and publicity activities primarily through digital communication channels.
5. Materials and outputs developed under the Project shall be prepared in compliance with copyright laws and the principles of academic integrity.

§10

Documentation of substantive activities

1. While implementing Project activities, the Project Team, Substantive Task Coordinators and Verification Committee Members and Steering Committee are required to maintain documentation related to the proper substantive implementation of such activities, in accordance with the requirements set out in the Agency Beneficiary Guide.
2. Documents confirming the implementation of substantive activities are submitted to the Project Office.
3. For training courses, summer schools, workshops, Blended Intensive Programmes (BIPs) and micro-credentials implemented under Tasks 1, 2, 4, 5, 6 and 9, the following documentation shall be maintained: a programme including the scope of topics covered, a description of the target group, learning outcomes, and the criteria and methods used for the assessment of learning outcomes; Project Participant documentation, including declarations of participation in the Project, personal data forms, information clauses, and agreements (where required); lists of registered BIP participants; attendance lists; training materials in digital format (where applicable); lists containing the results of examinations, tests, and other methods used to verify the acquisition of qualifications and/or competencies; certificates and/or statements confirming the completion of a Form of Support and the acquisition of qualifications and/or competencies, including the award of ECTS credits (where applicable); registers of issued certificates and/or statements; evaluation questionnaires.
4. For tools and educational methods developed and implemented under Tasks 1, 2, 3, 4, 5, 8 and 9, the documentation shall include, in particular, the materials produced (e.g. presentations, curricula, studies, reports or other educational resources), descriptions of the implemented solutions, and evidence of their implementation or use (e.g. PDF files, hyperlinks, screenshots, or other supporting documentation).
5. For the implementation of quality management systems aimed at improving the quality of education and research under Tasks 3, 5, 8 and 9, the documentation shall include internal regulations adopted and published by the Beneficiary, in particular ordinances, regulations and other internal documents of Wrocław University of Science and Technology (WUST), together with evidence confirming their entry into force and application (e.g. PDF files, hyperlinks, screenshots, or other supporting documentation).
6. For conferences organised under Task 7, the documentation shall include a recording of the conference stored in the Wrocław University of Science and Technology (WUST) repository,

the event programme, a list of participants, presentation materials, Project Participant documentation (where applicable), and photographic documentation (at least three photographs).

7. For study visits and research internships implemented under Tasks 2, 8 and 9, the documentation shall include Project Participant documentation, in particular declarations of participation in the Project, personal data forms, information clauses, and tripartite agreements concluded between the Project Participant, the Beneficiary and the host institution; participants' reports on their participation in the Form of support; documents confirming the acquisition of competencies and learning outcomes by the Project Participant; and photographic documentation (where applicable).
8. For all Forms of Support and events delivered remotely, a recording or screenshots shall be retained.
9. Templates required for documentation of substantive Project activities are available from the Project Office.

§11

Monitoring and evaluation

1. Project activities are monitored on an ongoing basis by the Project Team, allowing for an assessment of the progress in Project implementation.
2. The progress of implementing planned substantive activities for each task is monitored, along with the achievement level of indicators and budget execution.
3. Project Participants are subject to monitoring. The scope of the monitored data results from the Agency's requirements and is specified in Appendix No. 1 to the Beneficiary Guide: Principles of recruitment, reporting, and data collection of participants in projects funded by FERS.
4. Along with the final report, an evaluation survey concerning the completed Project is filled out, which is a part of the evaluation studies conducted by the Agency.
5. As part of the Project, monitoring and evaluation activities are carried out to assess the quality, effectiveness and usefulness of the Forms of support provided, in particular the activities implemented under Tasks 1, 2, 4, 5, 6 and 9. These activities include, among others, evaluation surveys relating to the Project activities delivered.

§12

Reporting

1. The Project Team, Substantive Task Coordinators and Verification Committee Members are obliged to adhere to the reporting principles outlined in the Beneficiary Guide.
2. Reporting the progress of Project execution to the Agency takes place semi-annually from the start date of the Project. The Agency may change the reporting schedule, including the duration or the method for defining reporting periods, and shall in each instance provide written notice thereof to the Beneficiary. The report is submitted within 14 days from the end of the reporting period to which it pertains.
3. A report on completion is submitted within 30 days from the end of the Project implementation period.
4. The report includes a substantive section covering a description of the progress in the implementation of project activities, a financial section covering a summary of expenses incurred and the financial progress of the Project, and a reporting section covering the Project Participants.

5. The Project Team is responsible for the preparation of reports, while the Substantive Task Coordinators are responsible for providing the substantive input required for their preparation.
6. The report is submitted via the Agency System.
7. As part of the Project, internal reporting on substantive activities is carried out with regard to the activities implemented by the Substantive Task Coordinators, including those undertaken in cooperation with Unite! Alliance partner universities.
8. Substantive Task Coordinators are required to prepare internal substantive reports no less frequently than once every three months, documenting the progress of the activities under their responsibility and the results achieved. These reports shall be submitted to the Project Manager and shall form part of the documentation used to monitor the implementation of the Project.
9. The documentation referred to in point 8 shall be made available to the Steering Committee and may be submitted for review, evaluation or consultation at the Committee's request.
10. The template for the internal substantive report is available at the Project Office.

§13

Sustainability

1. Substantive Task Coordinators are required to comply with the Project sustainability requirements set out in the Call for Applications for participation in the Programme.
2. According to the internal regulations of WUST, the duty of maintaining sustainability rests with the Project Manager.
3. Sustainability will be provided through:
 - a. utilising the enhanced competencies of staff and the educational methods developed under the Project to further develop the educational offer, particularly in the areas of international, digital and sustainability education;
 - b. the further development and application of solutions supporting the green transition and sustainable development within the educational and organisational activities of Wrocław University of Science and Technology (WUST);
 - c. the use of the Project results, including educational materials, digital resources (OER) and educational models developed under the Project, in the activities of Wrocław University of Science and Technology (WUST);
 - d. the maintenance and further development of international cooperation within the Unite! Alliance, including the continuation of joint educational, research and networking initiatives;
 - e. the use of the outcomes of cooperation to initiate new educational and research initiatives, including international projects, also within the Unite! Alliance, and to further strengthen the internationalisation of the University.

§14

Final Provisions

1. Matters not regulated in this document are resolved by the Steering Committee, taking into account the provisions of Agreement No. BPI/WUE/2025/1/00033/U/00001 concluded between the Polish National Agency for Academic Exchange (NAWA) and the Beneficiary (Wrocław University of Science and Technology), as well as the applicable guidelines and rules set out in the Beneficiary Guide - NAWA Institutional Programmes and the Programme "Support for European Universities - 2025".



2. The Project Team reserves the right to amend the Regulations. All amendments to these Regulations require a written form.
3. The regulations and any amendments are published on the project's website <https://green.pwr.edu.pl/dokumenty> and are available at the Project Office.
4. The Project Team, Substantive Task Coordinators and Verification Committee Members are obliged to accept the Regulations and comply with its provisions.
5. The Regulations shall enter into force on the date of their promulgation.

§15

Attachments

Attachment No. 1 - Recruitment Regulations

Attachment No. 2 - Regulations on the payment of mobility lump-sum allowances and scholarships.