

**Terms and conditions for the allocation of funds received within the scope of the  
"UKRAINE" campaign, hereinafter  
Terms and Conditions**

**§1**

1. These Terms and Conditions regulate the terms of distributing funds received by the Lazarski University Foundation with its registered office in Warsaw (02 - 662), ul. Świeradowska 43, collected within the scope of the "UKRAINE" campaign.
2. The funds referred to in sec. 1 will be allocated to covering the cost of targeted purchases aimed at meeting basic living and academic needs, goods or services for Ukrainian citizens that are Lazarski University students.
3. The funds referred to in sec. 1 and 2 will be distributed by the Commission from the submission date of the first application to the Foundation until the funds are completely exhausted.
4. A Lazarski University student will be understood as an individual who, as at the date of submitting the application referred to in §3(2), is a Ukrainian citizen and has the status of Lazarski University student.

**§2**

1. The Foundation has appointed a four-member Commission for the purpose of distributing the funds referred to in §1 sec. 1-3.
2. The Commission will make decisions by way of a simple majority of votes cast in the presence of at least one Foundation Board representative and at least 2 other Commission members.
3. The Commission's decisions, in particular with respect to granting or withholding support, will be final and can only be changed by the Commission upon the approval of the Foundation Board.
4. The Commission's works will be directed by a representative of the Foundation Board.
5. The Commission is not obliged to award any support to the applicant.
6. The Commission's members will not receive a salary for their work on the Commission.

### §3

1. Persons referred to in §1 sec. 4 may apply for the allocation of funds referred to in §1 sec. 1 as from the effective date of these Terms and Conditions.
2. Applications can only be submitted electronically, using the Lazarski University Foundation Electronic Funding Application Form (hereinafter: the Form) at: <https://form.lazarski.pl/dofinansowanie-ula/>
3. All applicants will be required to enclose invoices or simplified invoices to the form, confirming the purchase of specific goods (e.g., groceries, hygienic products) or services (e.g., doctor's appointment).
4. Applications submitted in any other form will not be reviewed with respect to the funds referred to in §1 sec. 1.
5. The Commission will review the applications in the order in which they are received and until funds are exhausted.
6. Within a week of receiving the application, the applicant will receive an e-mail confirmation that the Foundation has received their application. The confirmation of Form receipt sent from [fundacja@lazarski.edu.pl](mailto:fundacja@lazarski.edu.pl) will not be tantamount to acknowledging the application submission correctness or its factual evaluation.
7. The Commission may decide to support only proposals selected by the Commission.
8. If it deems it warranted, the Commission may decide to provide partial support to selected applications.
9. The ultimate sum of allocated funds may differ from the requested amount and will depend on the Commission's decision. In any case, the value of funds awarded on a one-off basis per single application (including any potential taxes) may not exceed PLN 500.00.
10. Persons entitled to submit the application referred to in § 1 sec. 4 may submit one application per month in the service category and one application per month in the purchase of goods category to the Foundation.
11. "Month" will be understood as the period from the first to the last calendar day of the given month.
12. The Commission will only review applications drafted **in Polish, Ukrainian or English.**

13. The Commission's decision on awarding funds will be communicated to the applicant via an e-mail sent to the applicant's address indicated by the applicant in the Form within 30 days of submission.
14. If an application is reviewed positively, the Foundation may require that additional documents be sent by e-mail or regular mail (including in particular a statement that the applicant is familiar with and accepts these Terms and Conditions or a statement that the applicant is familiar with information on personal data processing by the Foundation).
15. The disbursement of funds to persons who receive a positive decision will be conditional on such persons providing their bank account number to which the funds are to be transferred by e-mail to [fundacja@lazarski.edu.pl](mailto:fundacja@lazarski.edu.pl) and, only in case of simplified invoices, a statement signed by the applicant that reads "The taxpayer's Tax Identification Number NIP xxx-xxxxx-xx indicated in the submitted invoice has been awarded to the following taxpayer \_\_\_\_ taxpayer's name and surname \_\_\_\_ and is not a NIP used in connection with business activity."
16. The allocated funds will be disbursed within 7 days of receiving the information stipulated under § 3 item 15.

#### **§4**

1. All decisions in matters of interpreting the provisions and requirements of these Terms and Conditions will be made by the Lazarski University Foundation.
2. The Foundation reserves the right to amend these Terms and Conditions at any time during their term. The Foundation will announce any changes on an ongoing basis at the Lazarski University Foundation website.
3. Any disputes relating to and arising from the subject-matter of these Terms and Conditions will be resolved by the Lazarski University Foundation.
4. Submitting an application by an eligible applicant will be tantamount to accepting these Terms and Conditions.

#### **§5**

Pursuant to Article 13 of the 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, GDPR, Official Journal of the European Union, 2016, L119), the Lazarski University Foundation hereby informs you that:

1. Your personal data will be administered by the Lazarski University Foundation with its registered office in Warsaw, ul. Świeradowska 43, 02-662 Warsaw.
2. In all matters concerning your personal data please contact us at: [fundacja@lazarski.edu.pl](mailto:fundacja@lazarski.edu.pl).
3. Your personal data will be processed in order to process your application, and in the situation of a successful application, your personal data will be processed in order to grant you financial assistance pursuant to Article 6(1)(b) of the GDPR (execution and taking action to perform a contract). Your personal data will also be processed under Article 6(1)(f) of the GDPR (legitimate interest of the Data Controller, consisting in taking actions related to pursuing the statutory objectives of the Foundation).
4. Your personal data may be processed for the purpose of fulfilling the Data Controller's legal obligations under tax regulations related to granting financial aid by foundations pursuant to Article 6(1)(c) of the GDPR.
5. Your personal data will be maintained by the Data Controller for a period necessary to perform the activities related to granting financial aid pursuant to your application or until the expiry of the statute of limitations concerning possible claims. If your application is denied, your personal data will be deleted immediately.
6. Your personal data will be received by entities entitled to obtain personal data under applicable laws. Your personal data may be transferred by us to the operators of the Data Controller's ICT systems or the providers of ICT tools or the providers of cloud, email or hosting services for the Data Controller.
7. Your personal data will not be subject to automated decision-making, including profiling.
8. You have the right to request that the Data Controller grant you access to your personal data and the right to personal data rectification, erasure, restriction of processing or data portability.
9. You have the right to lodge a complaint with a supervisory authority, namely the President of the Personal Data Protection Office.

10. You have the right to object, at any time, to the processing of your personal data under Article 6(1)(f) of the GDPR.
11. Providing your personal data is necessary for awarding financial assistance, the criteria for which are set forth in the Terms and Conditions for awarding funds.
12. Your personal data will not be transferred to a third country/international organization unless required by the legal obligations of the Data Controller.

## **§6**

These Terms and Conditions will enter into force on the date of their publication.