PROJECT INITIATIVE

**Project Name: …………………**

1. Request for classification: 🞏 YES 🞏 NO
2. Initiator (*name, surname, e-mail, phone)*:

…

* 1. Organisational unit[[1]](#footnote-1): …
  2. Organisational unit in which the project will be implemented [[2]](#footnote-2): …

1. Planned date of starting and closing of the project: …
2. Nature of the project (choose correct option):

🞏 scientific (research and development) 🞏 didactic 🞏 investment 🞏 other (please, specify): …

1. Short description of the project:

…

1. Project objective(s):

…

1. Main results/products of the project:

…

1. Main recipients/beneficiaries of the project:

…

1. Planned benefits of project implementation for:
   1. University *(refer to the University’s strategy and its statute objectives)*:

…

* 1. Recipients/beneficiaries of the project:

…

1. Foreseen cost of project implementation and funding method:

…

* Including costs incurred by the University, described in detail in the appendix to the Initiative:

…

TO THE INITIATIVE COMPLETED TABLE WAS ATTACHED **WITH UNIVERSITY COSTS FUNDING SOURCES** IN THE INITIATED PROJECT (Appendix. 1a,) 🞎 YES 🞎 NO

1. Possible risks and hazards related to the project implementation:

…

1. Proposed Project Lead *(name, surname, organisational unit, e-mail, phone)*:

…

1. *Remarks and comments:*

*………………………… ……………………………………………*

*(date) (Initiator’s signature)*

**Decision of the Rector/ Senate Committee:**

* consent for the preparation of the project based on the project initiative
* consent for the implementation of the initiative as part of the tasks of substantively competent organisational unit
* decision on examination of the initiative on a different date, e.g. remarks of the Committee Members
* decision on rejection of the initiative

INITIATIVE STATUS:

* for public information
* classified

**Justification, remarks and comments on the decision**:

……………………… …………………………………………………………………

*Date Rector/Chair/Vice-Chair of Senate Committee*

1. For mutual project initiatives of a few organisational units, please enter the names of all units. [↑](#footnote-ref-1)
2. If other than in item 1 a). [↑](#footnote-ref-2)