Annex 2

Faculty / Institution / Department

Internal communication

Financial Affairs Division (K1)

Third-party funding department, other grants, taxes (K11)

Extension: Date:

**Third-party funding announcement**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Details of the applicant**  Name: ………………………………………………………………………………………………………….  Institute: ………………………………………………. Cost Centre:…………………………………. | | | | |
| **Project name / information on the purpose (please enclose the supporting documents)** | | | | |
| Planned period of the project from:……………………. until:………………………….. | | | | |
| **Information on the donor / contractual partner** | | | | |
| **The project is carried out within the framework of the research focus**  Automotive: Dynamic systems: Neuroscience: Others: | | | | |
| **Several partners within the university are involved in the project**  YES: NO:  If you choose YES, please enclose an explanation of the allocation of the grant to the cost centers with a detailed financing plan. | | | | |
| **Third party funds to be displayed are:**  Public grant Funders: Technology transfer: Donation:  Contract research ¹): Other service: Other:  Scientific Event / further education: Sponsoring / Advertising: please explain: | | | | |
| **In the case of contract research ¹), the research activities focus on the application of reliable findings:**  Yes No  If YES - the income from research is subject to corporation tax. If NO (the income is exempt from income tax in accordance with Section 5 (1) bb no. 23 KStG) - please explain or attach an attachment with the appropriate reason. | | | | |
| **Information on the financing of the project - total of the requested / agreed funds** | | | | |
| in € | 20.… | 20…. | 20…. | Total |
| frm. Personnel resources |  |  |  | 0.00 € |
| frm.Scholarship |  |  |  | 0.00 € |
| frm. Material resources |  |  |  | 0.00 € |
| frm.Investment funds |  |  |  | 0.00 € |
| frm. Centralization |  |  |  | 0.00 € |
| Sum (net) ² | 0.00 € | 0.00 € | 0.00 € | 0.00 € |

²) In the case of grants from public donors, the gross amounts must be stated

|  |
| --- |
| **The calculation of the grant amount or the fee is attached as an attachment:**  Yes No |
| **The university budget is also used by the project:’**  No: Yes, for staff: Yes, for material resources:  Yes, for rooms: Yes, through follow-up costs:  If you want to use it, please explain the type and scope or attach the agreements with the responsible departments of the university as an attachment. |
| Have there been close business relationships with the grantor or client in the past two years, e.g. a consultancy agreement, member of the supervisory board, management or other bodies of the third-party funder?  No Yes ³): (please explain)  In the case of YES³) - The secondary employment permit is available for me Yes No |
| I am aware that an unfair preference of a third party who provides deliveries, services and the like for the University of Magdeburg, e.g. by accepting an advantage in return for a business transaction, can be prosecuted. |
| I declare now and in the future that I will not unjustifiably demand any procurements (including loans, free use and consumption transfer) in favor of the third party or unjustifiably influence them through technical and / or economic reasons. |
| I will report changes to the project to the university administration immediately |
| I **confirm the correctness of my statements**  ……………………………………………… ………………………………………………..  Place and date Signature of the Project manager |
| **Perusal:**  ………………………………………………… …………………………………………………  Place and date Signature of the Dean |
| **Processing notes from the university administration (K1 ...)**  Management of funds in chapter(K) / TG:……………………………… ………………………  Justification documents complete Yes No  Centralization taken into account Yes No  If the university budget is also used, the necessary confirmations are available from the departments involved:  Yes No  Person responsible (date / signature) |