

COURSE/MODULE DESCRIPTION (SYLLABUS)

1.	Course/module Fundraising and grant management
2.	University department Institute of History
3.	Course/module code
4.	Course/module type – mandatory (compulsory) or elective (optional) mandatory
5.	University subject (programme/major) Public history
6.	Degree: (<i>master, bachelor</i>) Master
7.	Year (if applicable)
8.	Semester (<i>autumn, spring</i>)
9.	Form of tuition and number of hours Lecture 15 h, workshop 15 h
10	Name, Surname, academic title Prof. dr hab. Krzysztof Nawotka
11	Initial requirements (knowledge, skills, social competences) regarding the course/module and its completion Basic knowledge of specificity of research in humanities, social sciences and natural sciences. Basic teamwork skills. Basic legal interpretation skills.
12	Objectives Presentation of current institutional and legal framework of research and popularization grants; simple grant application practice; determining

	theoretical framework and exercises in selecting teams to complete the project tasks.	
13	Learning outcomes Has knowledge about the institutions offering grants for research in and popularization of history. Knows the cultural institutions that co-operate with the local government and with the institutions of higher education in the research and popularizing project in history. is capable of acquiring knowledge about the grant competitions and job openings related to history Is skilled in proving the rationale of the project application and its components, including financial aspects. Develops a simple grant application and assesses an existing advanced application. Understands the need of constantly up-dating his/her knowledge about the research and popularization projects related to history and of training the project staff Systematically monitors the public memory of the past and consciously joins the efforts to support the processes that correspond with historian's professional ethic.	Outcome symbols, <i>e.g.</i>: <i>K_W01*</i>, <i>K_U05</i>, <i>K_K03</i> K_W06 K_W11 K_U03 K_U06 K_U09 K_K01 K_K06
14	Content Theoretical background of financing research and popularization. Systems of financing public history in Europe, with special emphasis on Poland. Entities engaged in using the public history resources. Prerequisites for the synergy of the goals. Competitions, applications, types, rules, documents. Documents – analysis and evaluation of costs and risks. Analyzing project participation. Individual and team projects. Consortia.	

	Project team composition. Team management. PRINCE2 and PMBOK methodologies Team management. Roles and goals. Flexibility and task delegation Team management. Conflicts and monitoring the process of achieving goals. Team management. Evaluation of the results. Competition criteria-based evaluation of the project application before submitting.	
15	Recommended literature	
16	Ways of earning credits for the completion of a course /particular component, methods of assessing academic progress: lecture: test workshop: application	
17	Language of instruction English	
18	Student's workload	
	Activity	Average number of hours for the activity
	Hours of instruction (as stipulated in study programme) :	15
	- lecture:	15
	- classes:	
	student's own work, e.g.:	30
	- preparation before class (lecture, etc.)	15
	- research outcomes:	15
	- reading set literature:	10
	- writing course report:	20
	- preparing for exam:	
	Hours	90
	Number of ECTS	3

* Key to symbols:

K (before underscore) - learning outcomes for the programme

W - knowledge

U - skills

K (after underscore) - social competences

01, 02, 03 and subsequent - consecutive number of learning outcome