



## Financial report

PL-BY-UA  
2014-2020

Contract title: Operation of the Branch Office of the ENI CBC Programme Poland-Belarus-Ukraine 2014-2020 in Rzeszow, Poland  
Contract number: PLBU.05.01.00-18-0003/17-00, addendums: PLBU.05.01.00-18-0003/17-01, PLBU.05.01.00-18-0003/17-02, PLBU.05.01.00-18-0003/17-03, PLBU.05.01.00-18-0003/17-04  
Contractor: Podkarpackie Voivodeship  
Reporting period: 2022-01-01 - 2022-12-31

Lp.	Name of experts				Actual day worked	Fee rate <EUR>	Eligible costs <EUR>
1	2	3	4	5	6	7	8

## I. Expert Fees

1	Alicja Wosik-Majewska, Head of BO						
2	Piotr Warzocha, Senior Expert				224	140,00	31 360,00
3	Mateusz Dziura, Junior Expert				216	120,00	25 920,00
					210	120,00	25 200,00
					<b>Subtotal:</b>		<b>82 480,00</b>

Lp.	Invoice Number	Brief Description of Invoice	Date of invoice	Date of payment	Currency of Invoice	Invoice amount	Currency exchange rate	Eligible costs <EUR>
1	2	3	4	5	6	7	8	9

## II. Incidental Expenditure

## II.1 Functioning of the Branch office in Rzeszów

## II.1.1 Professional development trainings for staff

1								
					<b>Subtotal:</b>	<b>0,00</b>	<b>-</b>	<b>0,00</b>

## II.1.2 Working meetings with the JTS

1								
					<b>Subtotal:</b>	<b>0,00</b>	<b>-</b>	<b>0,00</b>

## II.2 Support in the organization of the JMC and other meetings related to the Programme implementation

## II.2.1 Important Programme events

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1	No 0466556541	Invoice attachment item 39 - fuel costs for travel between Rzeszów-Zamość-Rzeszów in connection with participation in the PBU Annual Event commissioned by the Programme JST, held on 23 July 2022. Mission duration: 22-24 July 2022. RfIE No 107.	2022-08-02	2022-08-16	PLN	195,17	4,7908	40,74
2	Travel settlement No 3049/2022	Per diems for Mateusz Dziura with reference to assembly disassembly and running of the Programme's promotional stand during the Annual Programme Event commissioned by the Programme JTS from 22 <sup>nd</sup> till 24 <sup>th</sup> July 2022 in Zamość. RfIE No 107	2022-07-15	2022-08-16	PLN	15,00	4,7908	3,13
3	Travel settlement No 3050/2022	Per diems for Piotr Warzocha with reference to assembly, disassembly and running of the Programme's promotional stand during the Annual Programme Event commissioned by the Programme JTS from 22 <sup>nd</sup> till 24 <sup>th</sup> July 2022 in Zamość. RfIE No 107.	2022-07-15	2022-08-16	PLN	15,00	4,7908	3,13
4	Travel settlement No 3051/2022	Per diems for Alicja Wosik-Majewska. Assembly/disassembly and running of the Programme's promotional stand during the Annual Programme Event commissioned by the Programme JTS from 22 <sup>nd</sup> till 24 <sup>th</sup> July 2022 in Zamość. RfIE No 107.	2022-07-15	2022-08-16	PLN	15,00	4,7908	3,13
5	No 000047/0236	Cost of purchasing 2 pieces of 50x70 cm frames to frame commemorative pictures for PBU Programme co-operators at the Annual Event in Zamość on 23 <sup>rd</sup> July 2022. RfIE No 106.	2022-07-20	2022-07-20	PLN	159,80	4,6869	34,10
6	Travel settlement No 5534/2022	Per diems for Piotr Warzocha in connection with participation in the International Scientific Conference, "Security in crisis situations in the border regions of Poland and Ukraine" in Lublin commissioned by the Programme JTS from 16 <sup>th</sup> till 18 <sup>th</sup> November 2022. RfIE No 115.	2022-11-10	2022-11-30	PLN	19,00	4,7275	4,02
7	Travel settlement No 5535/2022	Per diems for Alicja Wosik-Majewska in connection with participation in the International Scientific Conference, "Security in crisis situations in the border regions of Poland and Ukraine" in Lublin commissioned by the Programme JTS from 16 <sup>th</sup> till 18 <sup>th</sup> November 2022. RfIE No 115.	2022-11-10	2022-11-30	PLN	19,00	4,7275	4,02



8	No 0466855603	Item 28 of the Annex to the invoice - fuel costs for travel on the route Rzeszów-Lublin-Rzeszów in connection with participation in the International Scientific Conference, "Security in Crisis Situations in the Border Regions of Poland and Ukraine" commissioned by the JTS of the Programme from 16 <sup>th</sup> to 18 <sup>th</sup> November 2022. RfIE No 115.	2022-12-05	2022-12-14	PLN	233,18	4,6730	49,90
<b>Subtotal:</b>						<b>671,15</b>	-	<b>142,17</b>

### II.3 Implementation of the information and communication plan

#### II.3.1 European Cooperation Day

1	No 23/2022	Costs of promotional materials for the needs of the 2022 Programme events and contests: Educational Campaign for Schools 2022 within EC Day 2022, "Reveal the uniqueness of PBU borderland", "Following PBU projects", "Thanks to the projects...", "Borderland Personalities" and Contest for Media. RfIE No 103.	2022-07-19	2022-07-28	PLN	49 800,00	4,6869	10 625,36
2	Travel settlement No 4470/2022	Per diems for Alicja Wosik-Majewska in connection with the organisation of 2022 EC Day Final Event commissioned by the Programme JST from 28 <sup>th</sup> September till 1 <sup>st</sup> October 2022 in Falenty near Warsaw. RfIE No 108.	2022-09-22	2022-10-19	PLN	19,00	4,8570	3,91
3	Travel settlement No 4458/2022	Per diems for Mateusz Dzlura in connection with the organisation of 2022 EC Day Final Event commissioned by the Programme JST from 28 <sup>th</sup> September till 1 <sup>st</sup> October 2022 in Falenty near Warsaw. RfIE No 108.	2022-09-22	2022-10-19	PLN	19,00	4,8570	3,91
4	Travel settlement No 4459/2022	Per diems for Piotr Warzocha in connection with the organisation of 2022 EC Day Final Event commissioned by the Programme JST from 28 <sup>th</sup> September till 1 <sup>st</sup> October 2022 in Falenty near Warsaw. RfIE No 108.	2022-09-22	2022-10-19	PLN	19,00	4,8570	3,91
5	No FM/4/2022/10	Costs of the comprehensive service for the organisation of the 2022 EC Day Final Event on the occasion of the European Cooperation Day 2022 (EC Day 2022) and the European Year Of Youth from 28 <sup>th</sup> September till 1 <sup>st</sup> October 2022. RfIE No 108.	2022-10-18	2022-10-24	PLN	135 700,00	4,8570	27 939,06
<b>Subtotal:</b>						<b>185 557,00</b>	-	<b>38 576,15</b>

#### II.3.2 Large Programme promotional events/activities co-organized with an external partner



1	No 67807	Prepayment of 50% of the order value for the rental of 51 TWIN hotel rooms from 5 <sup>th</sup> to 7 <sup>th</sup> October 2022 for the organization of the Partners' Forum as part of the Cross-border Cooperation Congress in Lublin. RfIE No 109.	2022-09-11	2022-09-06	PLN	14 280,00	4,7323	3 017,56
2	No 69254	Payment of the remainder of the amount due for the rental of 51 TWIN hotel rooms from 5 <sup>th</sup> to 7 <sup>th</sup> October 2022 for the organization of the Partners' Forum as part of the Cross-border Cooperation Congress in Lublin. RfIE No 109.	2022-10-13	2022-10-20	PLN	8 040,00	4,8570	1 655,34
3	No 15287/HA9V0	Part I - services: rental of 5 conference rooms, preparation and serving of lunch, preparation and serving of coffee and fruit break and accommodation with breakfast for 10 persons, of the task entitled: „Comprehensive promotion service of the PL-BY-UA 2014-2020 Programme within the framework of the Cross-Border Cooperation Congress in Lublin" from 5 <sup>th</sup> till 7 <sup>th</sup> October 2022. RfIE No 112.	2022-10-19	2022-10-24	PLN	20 308,47	4,8570	4 181,28
4	No 03/10/2022	Part II - Sound, lighting and live-streaming services for the task titled: "Comprehensive promotion service of the PL-BY-UA Programme 2014-2020 within the framework of the Congress of Cross-Border Cooperation in Lublin" made on 6 <sup>th</sup> October 2022. RfIE No 112.	2022-10-14	2022-10-20	PLN	4 763,57	4,8570	980,76
5	No 20/M10/2022	Part III - translation service in the scope of English language within the task "Comprehensive promotion service for the PL-BY-UA 2014-2020 Programme at the Cross-Border Cooperation Congress in Lublin" from 5 <sup>th</sup> to 7 <sup>th</sup> October 2022. RfIE No 112.	2022-10-11	2022-10-25	PLN	675,00	4,8570	138,97
6	No 57/10/2022	Part IV - translation service in the scope of Ukrainian language within the task "Comprehensive promotion service for the PL-BY-UA 2014-2020 Programme at the Cross-Border Cooperation Congress in Lublin" from 5 <sup>th</sup> to 7 <sup>th</sup> October 2022. RfIE No 112.	2022-10-07	2022-10-17	PLN	703,13	4,8570	144,77
7	No 032/10/22	Part V - Rental and technical services and provision of equipment necessary for comprehensive simultaneous interpretation of the task entitled: "Comprehensive promotion service of the PL-BY-UA 2014-2020 Programme within the framework of the Cross-border Cooperation Congress in Lublin" made on 6 <sup>th</sup> October 2022. RfIE No 112.	2022-10-11	2022-10-20	PLN	587,05	4,8570	120,87

8	Travel settlement No 4562/2022	Per diems for Mateusz Dziura in connection with the organisation of the PBU panel discussion, Grants' Fair and Partners' Forum within the Lublin 2022 Cross-border Cooperation Congress commissioned by the Programme JTS from 5 <sup>th</sup> till 7 <sup>th</sup> October 2022 in Lublin. RfIE No 112.	2022-09-27	2022-10-19	PLN	38,00	4,8570	7,82
9	Travel settlement No 4563/2022	Per diems for Piotr Warzocha in connection with the organisation of the PBU panel discussion, Grants' Fair and Partners' Forum within the Lublin 2022 Cross-border Cooperation Congress commissioned by the Programme JTS from 5 <sup>th</sup> till 7 <sup>th</sup> October 2022 in Lublin. RfIE No 112.	2022-09-27	2022-10-19	PLN	38,00	4,8570	7,82
10	Travel settlement No 4596/2022	Per diems for Alicja Wosik-Majewska in connection with the organisation of the PBU panel discussion, Grants' Fair and Partners' Forum within the Lublin 2022 Cross-border Cooperation Congress commissioned by the Programme JTS from 5 <sup>th</sup> till 7 <sup>th</sup> October 2022 in Lublin. RfIE No 112.	2022-09-27	2022-10-19	PLN	38,00	4,8570	7,82
11	No 0466722567	Invoice attachment item 42 - costs of the fuel for the journey between Rzeszów-Lublin-Rzeszów in relation to organization of the PBU panel discussion, Grant's Fair and Partner's Forum within the Cross-Border Cooperation Congress in Lublin commissioned by the JST from 5 <sup>th</sup> till 7 <sup>th</sup> October 2022. RfIE No 112.	2022-10-18	2022-11-02	PLN	223,31	4,7275	47,24
<b>Subtotal:</b>						<b>49 694,53</b>		<b>10 310,25</b>
<b>II.3.3 Trainings / workshops / conferences</b>								
1								
<b>Subtotal:</b>						<b>0,00</b>	<b>-</b>	<b>0,00</b>
<b>II.3.4 Programme brochures/ publications / maps</b>								
1	No FA/65/12/2022	The costs of graphic design and desktop publishing of „THE CROSSBORDERER” magazine 2022 edition. RfIE No 110.	2022-12-13	2022-12-22	PLN	7 675,20	4,6730	1 642,46



							<b>Subtotal:</b>		<b>7 675,20</b>	<b>-</b>	<b>1 642,46</b>
<b>II.3.5 Photo coverage of investments before/after project implementation</b>											
							<b>Subtotal:</b>		<b>0,00</b>	<b>-</b>	<b>0,00</b>
<b>II.3.6 Info Days, Open Days</b>											
1	No 0466755446	Item 42 of the invoice annex - fuel costs for travel between Rzeszów-Solina-Rzeszów in connection with participation, presentation and running a stand during the Podkarpackie-Lubelskie Conference of Territorial Self-Governments commissioned by the JTS of the PL-BY-UA 2014-2020 Programme on 21 <sup>st</sup> October 2022. RfIE No 113.	2022-11-03	2022-11-18	PLN	150,88	4,7275				31,92
2	Travel settlement No 5777/2022	Per diems and accommodation costs for Alicja Wosik - Majewska in connection with the presentation on the Programme and organisation of its promotional stand during the Forum of the Association of Rural Municipalities of the Podlaskie Voivodeship in Goniadz commissioned by the JST of the PL-(BU)-UA Programme from 23 <sup>rd</sup> till 25 <sup>th</sup> November 2022. RfIE No 116.	2022-11-21	2022-12-05	PLN	306,50	4,6730				65,59
3	Travel settlement No 5778/2022	Per diems and accommodation costs for Mateusz Dziura in connection with the presentation on the Programme and running its promotional stand during the Forum of the Association of Rural Municipalities of the Podlaskie Voivodeship in Goniadz commissioned by the JST of the PL-(BU)-UA Programme from 23 <sup>rd</sup> till 25 <sup>th</sup> November 2022. RfIE No 116.	2022-11-21	2022-12-05	PLN	287,50	4,6730				61,52
4	No 0466855603	Item 29 and 30 of the Annex to the invoice- fuel costs for travel between Rzeszów-Mońki-Goniadz-Mońki-Rzeszów in connection with the presentation of the Programme and the organisation of its stand during the Forum of the Association of Rural Municipalities of the Podlaskie Voivodeship in Goniadz commissioned by the JST of the PL-(BU)-UA Programme from 23 <sup>rd</sup> to 25 <sup>th</sup> November 2022. RfIE No 116.	2022-12-05	2022-12-14	PLN	630,10	4,6730				134,84
							<b>Subtotal:</b>		<b>1 374,98</b>	<b>-</b>	<b>293,87</b>
<b>II.3.7 Partner Search Forums</b>											
							<b>Subtotal:</b>		<b>0,00</b>	<b>-</b>	<b>0,00</b>
<b>II.3.8 Special Programme promotional activities organisation in Poland</b>											







4	No 0466286175	Item 41 of the Annex to the invoice - fuel costs for travel between Rzeszów and Lublin and Rzeszów in connection with the organisation and delivery of a lecture as part of the "Wandering Academy" cycle commissioned by the JTS of the Programme on 29 <sup>th</sup> March 2022. RfIE No 99.	2022-04-04	2022-04-13	PLN	212,07	4,6679	45,43
5	Travel settlement No 948/2022	Per diems and cost of parking fees for Alicja Wosik-Majewska with reference to organisation and delivery of a lecture as part of the „PBU Wandering Academy” series commissioned by the JTS Programme from on 29th March 2022 in Lublin. RfIE No 99.	2022-03-24	2022-04-12	PLN	23,00	4,6679	4,93
6	Travel settlement No 944/2022	Per diems for Mateusz Dziura with reference to organisation and delivery of a lecture as part of the „PBU Wandering Academy” series commissioned by the JTS Programme from on 29 <sup>th</sup> March 2022 in Lublin. RfIE No 99.	2022-03-24	2022-04-12	PLN	15,00	4,6679	3,21
7	No 0466457938	Item 37 of the invoice annex - fuel costs for travel between Rzeszów-Basznia Dolna-Ruda Różaniecka-Rzeszów in connection with participation in a ceremony to summarise the project within the PL-BY-UA Programme commissioned by the JTS of the programme on 13 <sup>th</sup> June 2022. RfIE No 102.	2022-06-17	2022-07-05	PLN	179,18	4,6869	38,23
8	Travel settlement No 2585/2022	Per diems and transport cost for Piotr Warzocha with reference to Project PBU2/0945/18 monitoring on 25 <sup>th</sup> June 2022 in Zagórz. RfIE No 104.	2022-06-21	2022-07-11	PLN	79,00	4,6869	16,86
9	No 23/2022	Costs of promotional materials for the needs of the 2022 Programme events and contests: Educational Campaign for Schools 2022 within EC Day 2022, "Reveal the uniqueness of PBU borderland", "Following PBU projects", "Thanks to the projects...", "Borderland Personalities" and Contest for Media. RfIE No 103.	2022-07-19	2022-07-28	PLN	93 500,00	4,6869	19 949,22
10	No 463/2022	Costs of the Programme promotion under Part 1 „The radio production and broadcast in the Podkarpackie Voivodeship" within „The radio production and broadcast" public procurement performed out on 17.08.2022 on the Polish Radio Rzeszów. RfIE No 105.	2022-08-19	2022-08-24	PLN	2 952,00	4,7908	616,18




11	No FA/2/08/2022/10	Costs of the Programme promotion within „The radio production and broadcast” public procurement, in the Lubelskie Voivodeship, date of the broadcast 10/08/2022. RfIE No 105.	2022-08-17	2022-08-22	PLN	4 428,00	4,7908	924,27
12	No 2022/OR/0403	Costs of the Programme promotion under Part 3 „The radio production and broadcast in the Podlaskie Voivodeship” within „The radio production and broadcast” public procurement, broadcast on 30.08.2022 on the Polish Radio Białystok. RfIE No 105.	2022-09-01	2022-09-12	PLN	2 091,00	4,7323	441,86
13	No 442/22/R1	Costs of the Programme promotion under Part 4 „The radio production and broadcast on the territory of the Ostrołęcko-Siedlecki sub-region of the Mazovian Voivodeship” within „The radio production and broadcast” public procurement, broadcast on 08.09.2022 on the Polish Radio- Regional Radio Station „Radio dla Ciebie” S.A. RfIE No 105.	2022-09-13	2022-10-04	PLN	16 728,00	4,8570	3 444,10
14	No 0466789956	Item 52 of the invoice annex - fuel costs for travel between Rzeszów-Lublin-Rzeszów in connection with the presentation of the Poland – Ukraine 2021-2027 Programme during a conference Future Industry Platform in Lublin commissioned by the JTS and MA – Ministry of Funds and Regional Policy on 8 <sup>th</sup> November 2022. RfIE No 114.	2022-11-17	2022-11-29	PLN	230,50	4,7275	48,76
15	Travel settlement No 5783/2022	Travel costs for Piotr Warzocha in connection with his participation in the closing conference of the project "Nature without borders – maintaining a common natural heritage in Dobromyl (Ukraine) and Zagórz (Poland) Communes" commissioned by the JTS of the PL-(BY)-UA Programme on 25 <sup>th</sup> November 2022. RfIE No 117.	2022-11-21	2022-12-05	PLN	54,00	4,6730	11,56
<b>Subtotal:</b>						<b>121 859,89</b>	<b>-</b>	<b>25 842,69</b>
<b>II.4 Other tasks supporting the MA, Polish NA, Polish CCP and JTS - IB in their day-to-day implementation of the Programme</b>								
1								
<b>Subtotal:</b>						<b>0,00</b>	<b>-</b>	<b>0,00</b>
<b>III. Expenditure verification</b>								
1								
<b>Subtotal:</b>						<b>0,00</b>	<b>-</b>	<b>0,00</b>
<b>TOTAL:</b>								<b>169 461,88</b>



Interest produced by the pre-financing paid by the Contracting Authority to the Contractor during the reporting period:	0,00
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Z up. MARSZALKA WOJEWÓDZTWA  
Alicja Wosik-Majewska  
KIEROWNIK BIURA  
„Oddział Programu Współpracy Transgranicznej  
POLSKA-BIAŁORUŚ UKRAINA 2014-2020 w Rzeszowie”

  
Engeniusz Hoffmann  
BIEGLY REWIDENT 2023-02-24  
nr ewid. 1243