

## Regulations of the program Municipal Youth Activator (“MAM”) in 2026.

Municipal Youth Activator (“MAM”) is a microgrant program for social and civic activities for informal youth groups, fully financed from the budget of the Lublin Municipality as part of the Youth Policy implementation.

### Who is the Program Operator in 2026?

The operator of the program Municipal Youth Activator in 2026 is Stowarzyszenie "Ulica Krótka", with its registered office in Lublin, ul. Ireny Kosmowskiej 1A/15, 20-815 Lublin, NIP 7123446441.

### Schedule of the Municipal Youth Activator

13.05.2026–31.05.2026 - project call;  
by 08.06.2026 - announcement of results;  
09.06.2026–05.07.2026 - conducting a series of training sessions for informal groups whose projects have been selected for funding;  
06.07.2026–15.11.2026 - project implementation;  
end of November – evaluation;  
first half of December - summary gala.

### In what timeframe can the projects be implemented?

Projects can be implemented from 06.07.2026 to 15.11.2026.

### What projects can be implemented under Municipal Youth Activator?

Under Municipal Youth Activator, projects with social and civic themes can be implemented, initiated by individuals aged 13 to 26 who are studying, residing, or working in Lublin.

A social project is primarily characterized by the fact that its goal is to introduce a specific change in the surroundings. Social projects are carried out with people; they involve cooperation and engagement.

A civic project is aimed at increasing people's involvement in public life and civic matters.

### **Who can submit an application?**

Projects under the program can be submitted by informal youth groups aged 13 to 26 (minimum 3 people) consisting of individuals living, studying, or working in Lublin, hereinafter referred to as the Project Initiator.

Each group must designate a leader who will also be the contact person for the Operator. If the group consists only of minors, they must designate an adult guardian. The guardian will be responsible, among other things, for signing agreements with the Operator.

The group guardian is obliged to provide the Operator with a certificate of no criminal record from the Krajowy Rejestr Karny (information about the person), issued in 2026.

An informal youth group is, for example, a peer group focused on common interests, having common goals and values.

Members of the boards of non-governmental organizations operating in Lublin cannot be members of an informal youth group, nor can such a person be a group guardian.

Each member of an informal youth group can simultaneously be a member of a maximum of two informal groups. A leader can only hold this role in one group.

Each member of the informal youth group must, at the application stage, send the Operator consent for the processing of their personal data. In the case of minors, the consent must be signed by a legal guardian.

### **What can be financed within the project?**

Expenses proposed by the youth group related to the implementation of the project must be:

- necessary for the project implementation;
- effective and rational; incurred within the period specified in these Regulations, i.e., from the date of signing the Microgrant Agreement until November 15, 2026 (expenses incurred outside this period will not be considered);
- properly documented;
- specified in the project budget accepted by the Operator.

The Operator reserves the right to shift funds unused by a group to support activities carried out by other groups participating in the program.

Project implementation must take into account the principles specified in Annex No. 7 regarding the protection of the natural environment.

### Examples of expenses that can be financed from the microgrant:

- honoraria for substantive activities and technical support of the project (instructors, creators, artists, announcers, animators);
- purchase of materials necessary for the project;
- costs of renting space for the project;
- rental of technical infrastructure with service;
- project promotion costs;
- costs of transporting materials and equipment (no possibility to settle fuel invoices).

Costs within the project can be settled exclusively on the basis of invoices, pro forma invoices, and fiscal receipts with the Operator's NIP as the purchaser. In justified cases, the Operator may agree to settle personnel costs based on a contract for specific work/mandate contract.

Each person employed in informal group projects is required to provide the Operator with a signed declaration, contract, and original invoice. During the contracting phase, the Operator is required to contact the contractor directly.

Informal groups are required to present a budget to the Operator, which must then be accepted. Changes to the budget must always be reported to the Operator before the expense is incurred. The Operator has the right to refuse reimbursement for an expense if, in its opinion, it is unreasonable or exceeds the budgeted amount, and the change has not been previously approved.

Informal groups are obligated to always respond to the Operator's inquiries about the details of the planned expenses before they are incurred.

### What projects cannot be implemented under “MAM”?

Projects that cannot be implemented under MAM include those that:

- involve the purchase and consumption of alcohol and other harmful substances;
- may have a negative impact on the health and lives of participants;
- may lead to exclusion or discrimination, or deny basic human freedoms and rights;
- involve political or religious activities;
- are commercial in nature;
- are part of larger initiatives financed by other city grants (e.g., festivals);
- contain vulgar or sexually-charged content;
- are co-managed by non-governmental organizations, including ordinary associations and university student organizations (within the meaning of: members of the boards of non-governmental organisations cannot be guardians of groups consisting of minors and cannot contact the operator on behalf of informal groups);
- use projects for the promotion of non-governmental organizations.

“MAM” will not finance activities that, in the committee's opinion, qualify for funding under other programs implemented by the Lublin Municipality, such as Młodzież Inspiruje Dzielnicę, Szkolny Budżet Obywatelski, Przestrzeń Kreatywną, or scholarship programs.

### **What CANNOT be financed within the project?**

- fixed assets;
- materials promoting the activities of non-governmental organizations, including ordinary associations and university student organizations.

### **To whom can project activities be addressed?**

Among the direct and indirect participants, we can distinguish groups based on age:

- school youth (13–18/19 years old): those attending primary and secondary schools;
- people aged 19/20–26: these are young people continuing their education through formal education (university, post-secondary schools, etc.) and informal means, such as training courses, as well as young people combining work and study, working youth, and those unemployed and not in education.

Participants can also include other age groups, e.g., youth and seniors (to build intergenerational bonds), including people from disadvantaged backgrounds (families at risk of exclusion, people with disabilities, mental health problems, or in care facilities).

Projects can be carried out in schools only if the audience is wider than the school community.

### **What obligations will each informal youth group have?**

1. Each youth group will appoint a leader, who represents the informal group in an agreement between the group and the Operator and will remain in constant contact with the Operator on all matters concerning the implementation of the project. If the leader is not an adult, the group is required to appoint an additional guardian – an adult who will assume legal responsibility for the project's implementation.
2. Members of informal groups are required to participate in meetings and training sessions as specified by the Operator, with at least one person from each group.
3. The group implementing its project is required to use the graphic labeling specified by the Operator on all materials promoting the project. Group members consent to the recording of the project (photos, audio, video) by persons authorized by the Operator and the Lublin City Hall, as well as to the use of the materials for promotional, informational, and reporting purposes related to the implementation of the MAM program.
4. An informal group is obligated to inform participants of its events about the recording of their image and obtain consent to share it.

5. The group is obligated to send the Operator a description, schedule, and budget of planned activities, which must be approved by the Operator before the project begins and expenses are incurred.
6. The group is obligated to prepare a photographic report and submit it to the Operator along with a project implementation report.
7. The group is obligated to notify the Operator of the project implementation dates at least 14 days in advance.
8. The group is obligated to promote its events in any way, provided that promotion begins at least 14 days before the activities take place.
9. After the project is completed (within 14 days), the group implementing the project is obligated to prepare a project implementation report (using the template in Appendix 3 to the Regulations), which must be accompanied by all documentation of the project, such as an attendance list and photographs.
10. Project implementers are fully liable for any damages incurred in connection with the project implementation.
11. Joint authors shall hold the copyright in the work jointly. The ownership shares of the co-authors are presumed to be equal.
12. If the informal group fails to meet the above obligations, the Operator has the right to terminate the Microgrant Agreement and allocate the unspent funds to co-finance another project.

#### **Amount of funding in 2026:**

- 2 grants of 500.00 PLN each;
- 4 grants of 1,000.00 PLN each;
- 10 grants of 2,500.00 PLN each;
- 4 grants of 5,000.00 PLN each.

#### **Rules for submitting project proposals.**

The competition rules and application form are translated into at least English and Polish sign language.

The operator will allow project submissions in the form of a vlog in Polish Sign Language (PJM) or "SJM".

The call for proposals will be open from May 13, 2026, to May 31, 2026.

Project descriptions must be submitted via the online form available at [www.ulicakrotka.com](http://www.ulicakrotka.com), by May 31, 2026, inclusive.

Note: The form does not allow for saving and editing the content later. We suggest preparing the application content in a working document, and after completing the project, copy and paste the content into the form and submit it.

### **Completion of evaluation and publication of results.**

The project evaluation criteria are included in Appendix 1 to the Regulations.

During the evaluation phase, the committee reserves the right to reclassify the project for a different grant amount than the one requested by the group.

The Operator reserves the right to submit comments regarding the project selected for implementation - in consultation with the youth group.

The selection process will be finalized by June 8, 2026. If a large number of projects are submitted, the selection deadline may be extended.

Appropriate information will be published on the Operator's website [www.ulicakrotka.com](http://www.ulicakrotka.com).

The list of projects qualified for implementation under the program and the reserve list will be published on the Operator's website [www.ulicakrotka.com](http://www.ulicakrotka.com), and information about the lists will be posted on the "MAM" program's social media channels.

Group leaders will receive email notification of the selection or rejection of their submitted projects, along with feedback.

After the project is selected, a Microgrant Agreement will be concluded between the Operator and the Representative of the youth group (the person listed in section 1 of the Microgrant Application).

The selection results cannot be appealed.

In the event of withdrawal by project implementers qualified for implementation, projects from the reserve list will be invited to the program in order of the number of points obtained.

### **GDPR (RODO)**

In terms of personal data protection and processing, the Operator undertakes to comply with and achieve the objectives set out in 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) (OJ EU L 119, 2016).

The personal data controllers are:

- in terms of first name, last name, and image - the Municipality of Lublin with its registered office in Lublin, Plac Króla Władysława Łokietka 1, 20-109 Lublin
- in terms of other data provided in the microgrant application - the "Ulica Krótka" Association with its registered office in Lublin, ul. Ireny Kosmowskiej 1A/15, 20-815 Lublin, KRS No. 0001040441, NIP No. 7123446441, REGON No. 523714631.

Personal data will be used for the following purposes:

1. conducting analyses and statistics for internal purposes related to the implementation and evaluation of the Municipal Youth Activator;
2. promoting the Municipal Youth Activator, including the development of materials and publications and their posting on the program's website;
3. evaluating cooperation offers in terms of content and form within the project evaluation team with the composition specified in Section 18 of the Regulations;
4. announcing the results of the call for cooperation offers on the Operator's website;
5. concluding and implementing the agreement - Appendix No. 2;
6. promoting the Municipal Youth Activator.;
7. other purposes for which the Controller is obligated under applicable law.

Access to personal data will be granted to authorized personnel of the Controller and entities providing services to the Controller (i.e., IT services and technical support, postal service providers), which require access to the data to perform their duties. These entities will have access to the data only to the extent necessary to perform their duties.

The Controller does not transfer personal data outside of Poland/the EU/the European Economic Area.

Personal data will be stored for the period required in the contract for the performance of the task.

For matters concerning the processing of personal data, please contact us by email at [mam2026@ulicakrotka.com](mailto:mam2026@ulicakrotka.com), or by post at Irena Kosmowska 1A/15, 20-815 Lublin. Przemysław Celiński is the designated Personal Data Inspector.

Participants in the Municipal Youth Activator have the right to:

1. request access to their personal data, rectification, erasure, or restriction of processing, to object to processing, and the right to data portability,
2. if the processing of personal data is based on consent – the right to withdraw consent at any time without affecting the lawfulness of processing based on consent before its withdrawal,
3. lodge a complaint with the supervisory authority, i.e., the President of the Personal Data Protection Office (ul. Stawki 2, 00-193 Warsaw).

Data will not be processed in an automated manner, including profiling.

Providing personal data is voluntary, but refusal to provide it will prevent you from participating in the Municipal Youth Activator .

**Final Provisions.**

Submitting a project means acceptance of these Regulations. Disputed issues will be decided by the Operator after consultation.