

RULES OF THE COMPETITION FOR PEOPLE OF LETTERS TO PARTICIPATE IN THE PROGRAMME OF LITERARY RESIDENCIES IN WISŁAWA SZYMBORSKA'S FLAT IN 2021

§ 1 General

1. These Rules (hereinafter “the Rules” or “these Rules”) set out the terms of the programme of literary residencies in Wisława Szymborska’s flat for people of letters, hereinafter referred to as “the Literary Residencies Programme”, the terms and conditions of the competition to participate in the Literary Residencies Programme in 2021, and the prizes intended for the competition winners.
2. The Literary Residencies Competition is organized by the Wisława Szymborska Foundation whose legal address is ul. Urzędnicza 20/6, 30-051 Kraków, Poland, entered in the Register of Associations and Other Social and Professional Organizations, Foundations, and Autonomous Public Healthcare Centres, part of the National Court Register (KRS) maintained by the Kraków-Śródmieście District Court in Krakow, Eleventh Commercial Division for the National Court Register, under number KRS 0000418688, VAT No. 6772368631, hereinafter referred to as “the Foundation”.
3. The Partner of the 2021 Literary Residencies Competition is Sopockie Towarzystwo Ubezpieczeń ERGO Hestia Spółka Akcyjna, an insurance company whose legal address is ul. Hestii 1, 81-731 Sopot, Poland, entered in the Register of Companies, part of the National Court Register (KRS) maintained by the Gdańsk-Północ District Court in Gdansk, Eighth Commercial Division for the National Court Register, under number KRS 0000024812, VAT No. 585-000-16-90, with PLN 196,580,900 in share capital, fully paid, an entity with large enterprise status within the meaning of the Act on Counteracting Excessive Delays in Commercial Transactions of 8 March 2013.
4. The object of the Literary Residencies Programme is a four-week residency in Krakow, in Wisława Szymborska’s flat. The Literary Residencies Programme is intended for people of letters living either in Poland or abroad, with a view to creating work conditions that will enable them to complete a literary project (poetry, prose, drama, essay, translation, research paper, critical essay).
5. The formula of the Literary Residencies Programme is that of a competition (hereinafter “the Competition”). A maximum of two (2) winners shall be selected in the 2021 Literary Residencies Competition.
6. The Competition may be entered by an individual natural person with full legal capacity who is 18 years of age or older as of the date of submitting their request to enter the Competition and is creatively involved in literature or literary criticism.
7. The Competition is organized in the territory of the Republic of Poland.
8. The following individuals are barred from entering the Competition:
 - a) Competition Jurors; and
 - b) employees and service providers of either the Foundation or Ergo Hestia.

§ 2 Duration of the 2021 Literary Residencies Competition

1. The period for submitting requests to enter the 2021 Literary Residencies Competition begins on 19 March 2021 and ends on 19 April 2021.
2. Requests to enter the Competition sent after 19 April 2021 shall not be considered.
3. The winners of the 2021 Competition shall be announced on or before 4 May 2021.

§ 3 Requests to enter the Literary Residencies Competition

1. Requests to enter the Competition may be submitted in either the Polish language or the English language.
2. Requests to enter the Competition may be delivered by email to biuro@szymborska.org.pl, marked "Rezydencje Literackie" or "Literary Residencies" in the subject line.
3. A request to enter the Competition should include:
 - 1) scan of the form (which is attached as Schedule 1 to these Rules) filled out and signed by the entrant, stating their: given name, surname, email address, telephone number, date of birth, PESEL (Polish residents) or another national identification number, residential address, and preferred dates of residency;
 - 2) detailed description of the project to be completed as part of the Literary Residencies Programme (600 words, not more than two A4-sized pages);
 - 3) literary CV including descriptions of major projects;
 - 4) scan of Schedule 2 to the Rules signed by the entrant.
4. Entrants may enclose other documents with their request to enter the Competition if they deem it appropriate, e.g. recommendations by individuals who are recognized authorities in the relevant field.
5. Only an individual natural person may request participation in the Competition.
6. One person may submit only one request to enter the Competition.
7. Submission of a request to enter the Competition shall be free of charge.
8. By submitting their request to enter the Competition the entrant acknowledges that they have read and accepted these Rules.

§ 4 Adjudication of the Literary Residencies Competition

- 4.i.1. Out of the submitted requests to enter the Competition the Competition Jury shall select a maximum of two (2) winners who have submitted the best projects to be completed as part of the Literary Residencies Programme. In their selection of the best projects, the Competition Jury shall consider: the concept of the project to be completed as part of the Literary Residencies Programme, the description of the project and its literary or scholarly merit.
- 4.i.2. The announcement of the results of the Literary Residencies Competitions shall be achieved by publicizing information about the winner or winners on the websites www.szymborska.org.pl and www.mieszkanieszymborskiej.pl. The winner or winners shall also be informed of the prize granted to them in the Literary Residencies Competition by telephone and by email to the number and address specified in their request to enter the Competition.

§ 5 Jury of the Literary Residencies Competition

- a.i.1.a.i.1. The Board of the Wisława Szymborska Foundation shall be the Jury of the Literary Residencies Competition. The President of the Board of the Wisława Szymborska Foundation shall be the Head Juror.
- a.i.1.a.i.2. The Competition Jury shall make decisions in the form of resolutions passed by an ordinary majority of votes. In the event of a split vote, the Head Juror's vote shall prevail.
- a.i.1.a.i.3. The Jury shall pass resolutions under these Rules, with the proviso that their decisions as to the winner or winners of the Competition shall be made according to their sole discretion.

a.i.1.a.i.4. Decisions of the Competition Jury shall be unappealable.

§ 6 Prizes in the Literary Residencies Competition

a.i.1.a.i.1. The prizes in the Literary Residencies Competition are a four-week residency in Wisława Szymborska's flat in Krakow, a stipend of PLN 2000, net of tax, for the winner (hereinafter "the Resident") to cover their expenses during their residency, in addition to coverage of the cost of travel from the Resident's usual place of residence to Krakow and back, up to PLN 400, tax-inclusive. Apart from the foregoing, the Organizer shall not cover any other costs or expenses relating to the Resident's residency.

a.i.1.a.i.2. The exact dates of the residency shall be agreed with the individual winners; provided, however, that the Resident shall be entitled to complete their residency by 31 January 2022 at the latest.

a.i.1.a.i.3. Furthermore, at the Resident's request, the Foundation shall provide them with access to the Wisława Szymborska Archive at the Jagiellonian Library in Krakow and with assistance in organizing a meeting with readers.

a.i.1.a.i.4. Prior to starting their residency, the Resident shall be required to accept the terms of use of Wisława Szymborska's flat.

§ 7 Force majeure

In the event of force majeure, the Board of the Foundation may make a decision to suspend or cancel the Competition. Force majeure events include but are not limited to occurrences caused by forces of nature (flood, earthquake, thunderbolt, etc.), strikes, riots, war, hostilities, epidemics, pandemics, decisions of public authorities, including those relating to the SARS-CoV-2 pandemic, or third-party actions beyond the Wisława Szymborska Foundation's control, for which the Foundation is not responsible and could not have prevented by exercising utmost care.

§8 Protection of personal data

1. The Wisława Szymborska Foundation is the data controller with respect to the personal data of all the entrants in the Competition.
2. A prerequisite for submitting a request to enter the Competition is the entrant's consent to the processing of their personal data expressed by submitting their signed declaration on the form attached as Schedule 2 to these Rules.
3. The data controller's information about the processing of personal data is attached as Schedule 3 to these Rules.

§ 9 Miscellaneous

1. The provisions of these Rules shall be available on the websites www.szymborska.org.pl and www.mieszkanieszymborskiej.pl
2. The Rules shall go into effect as of 19 March 2021.
3. The laws of Poland shall apply to any matters which are not regulated by these Rules.

Schedule 1 to the Rules of the Literary Residencies Competition

**FORM FOR SUBMITTING A REQUEST TO ENTER
THE COMPETITION FOR LITERARY RESIDENCIES IN WISŁAWA SZYMBORSKA'S FLAT IN 2021**

Please fill out and sign the form and email a scan of it to biuro@szymborska.org.pl

1. Given name(s) and surname:
2. Email address:
3. Telephone number:
4. Date of birth, PESEL (Polish residents) or another national identification number:
5. Residential address:
6. Preferred dates for your residency:

By submitting this request to enter the Competition I acknowledge that I have read and hereby accept and agree to abide by the Rules of the Literary Residencies Competition.

.....

Date, place, and signature

Schedule 2 to the Rules of the Literary Residencies Competition

.....
Given name and surname

.....
Telephone number

.....
Email address

Fundacja Wisławy Szymborskiej
ul. Urzędnicza 20/6
30-051 Kraków

DECLARATION

I hereby give my consent to the processing of my personal data, i.e. my given name, surname, email address, telephone number, date of birth, PESEL (Polish residents) or another national identification number, and residential address, for the purposes of the Competition for Literary Residencies in Wisława Szymborska's flat in 2021.

.....
Date, place, and signature

Schedule 3 to the Rules of the Literary Residencies Competition

Information about the Processing of Data Provided by the Data Controller, the Wisława Szymborska Foundation

In fulfilment of the information requirements provided for in Article 13.1 and 13.2. of the 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 (OJ L 119, 4.5.2016) (General Data Protection Regulation, hereinafter “the GDPR”), the Wisława Szymborska Foundation hereby provides information regarding the protection of your personal data.

1. The data controller with respect to your personal data is the Wisława Szymborska Foundation whose legal address is ul. Urzędnicza 20/6, 30-051 Kraków, Poland (hereinafter “the Foundation” or “the Controller”).
Contact data: tel. +48 505 100 616, email: biuro@szymborska.org.pl
2. The Controller can be contacted via the email address specified in Clause 1 above or by regular mail sent to the Controller’s legal address.
3. Your personal data shall be processed by the Controller or parties to whom the Controller may entrust your data, always in compliance with the GDPR and solely for a purpose compliant with that Regulation.
4. Your personal data shall be processed by the Controller:
 - a) on the basis of the consent given by you freely in the procedure followed to submit your request to enter the 2021 Literary Residencies Competition under the Competition Rules, for the purposes of holding the 2021 Literary Residencies Competition, pursuant to Article 6.1(a) GDPR;
 - b) for the purpose of keeping books of account and fiscal documentation, in compliance with the requirements prescribed by applicable laws and regulations, and also to fulfil other legal obligations to which the Controller is subject, pursuant to Article 6.1(c) GDPR;
 - c) for the purpose of performing the objects declared in the Controller’s Statutes, and also to ensure communications between you and the Controller, pursuant to Article 6.1(f) GDPR;
 - d) for the purpose of determining and pursuing claims (if any) or defending against claims (if any), which, combined with the provision of (c) above, constitutes the Controller’s legitimate interest, pursuant to Article 6.1(f) GDPR.

Please be informed that, should it become necessary to process your personal data for any purposes other than indicated above, you shall immediately be informed of such necessity, and such information will include an indication of the legal grounds for such processing.

5. Providing your personal data is necessary for your participation in the 2021 Literary Residencies Competition; failure to provide your personal data renders it impossible for you to participate in said Competition. While your consent to the processing of your personal data is freely given, it is also indispensable for your participation in the 2021 Literary Residencies Competition. Withdrawing your consent shall be tantamount to your resignation from the Competition.
6. In connection with the processing of your personal data for the purposes and on the grounds indicated in Clause 4 above, your data may be disclosed to other recipients. The following may be the recipients of your personal data:
 - a) parties authorized to receive your personal data under applicable laws;

- b) parties who process your personal data on behalf of the Controller under a data processing contract, e.g. parties that render accounting, IT, legal, advisory, or archival services, as well as other service providers and employees of the Controller.
7. Your personal data shall be stored not longer than is necessary for the achievement of the purposes indicated in Clause 4 above, i.e.:
 - a) processing on the basis of your freely given consent – until the achievement of the purpose for which such consent has been granted, however not longer than the time when such consent is cancelled;
 - b) processing for the purpose of keeping books of account and fiscal documentation, in compliance with the requirements prescribed by applicable laws and regulations, and also to fulfil other legal obligations to which the Controller is subject – for the period prescribed by the law for the storage of accounting and fiscal documentation, and also for the data storage period prescribed by applicable laws binding the Controller;
 - c) processing for the purpose of pursuing the Controller’s legitimate interests – as long as such legitimate interests exist.
 8. Your personal data shall not be forwarded outside the European Union or the European Economic Area, or to any international organizations.
 9. The processing of your personal data may be performed by automated means in information systems, which, however, shall not involve automated decision-making, including profiling.
 10. The following of your personal data shall be subject to processing: given name, surname, email address, telephone number, date of birth, PESEL (Polish residents) or another national identification number, and residential address.
 11. In connection with the processing of your personal data, you have the right to:
 - a) access the content of your personal data, including the right to obtain a copy of such data, pursuant to Article 15 GDPR;
 - b) request rectification of your personal data, pursuant to Article 16 GDPR;
 - c) request erasure of your personal data, pursuant to Article 17 GDPR;
 - d) request restriction of the processing of your personal data, pursuant to Article 18 GDPR;
 - e) have your personal data transmitted (data portability), pursuant to Article 20 GDPR;
 - f) object to the processing of your personal data, pursuant to Article 21 GDPR;
 - g) lodge complaints with the supervisory authority competent for the protection of personal data (i.e. the President of the Office for Personal Data Protection in Poland) if you find that your personal data is processed in violation of the personal data protection laws and regulations, including but not limited to the GDPR;
 - h) withdraw your consent where your consent constitutes the only grounds for such processing, pursuant to Article 17 GDPR, without affecting the lawfulness of processing based on consent before its withdrawal.