Annex No. 1 to Regulation No.

by the Mayor of the City of Kraków of

**Application for public consultations with residents**

**of the Municipality of Kraków**

I hereby apply to carry out public consultations, according to the Resolution No. CXI/2904/18 by the Kraków City Council of 26/09/2018 on the rules and procedure of  
conducting consultations with residents of the Municipality of Kraków and the Kraków Public Benefit Activity Council or other non-governmental organizations and entities referred to in Art. 3, Sec. 3 of the Act of 24/04/2003 on public benefit activities and volunteer work in local legal acts in the areas related to the statutory activities of these organizations.

**Information on the applying entity and the proposed subject of public consultations in the Municipality of Kraków** *(please, fill out in block capitals)’.*

|  |  |
| --- | --- |
| **A group of residents1** |  |
| **(Name and surname of the person representing the group of residents)** |
| **(Address)**  **(E-mail/phone number)** |
| **Group of non-governmental organizations (NGO)2** |  |
| **(Name and seat of the applying NGO representing the group of NGOs)**  **A person authorized to represent the entity** |
| **(KRS registration number)** |
| **(E-mail/phone number)** |
| **Other entities indicated in the Resolution3** |  |
| **(Name of the organization/entity representing the applicants)** |

1. § 5, Sec. 1, Point 3, Letter “a” of the Resolution No. CXI/2 904/18 by the Kraków City Council of 26/09/2018 - in the case of consultations where the application is submitted by the residents of Kraków
2. § 5, Sec. 1, Point 3, Letter “c” of the Resolution No. CXI/2 904/18 by the Kraków City Council of 26/09/2018 - in the case of consultations where the application is submitted by a non-governmental organization
3. § 5, Sec. 1, Point 3, Letters “d-i” of the Resolution No. CXI/2 904/18 by the Kraków City Council of 26/09/2018 - in the case of consultations where the application is submitted by the entities mentioned in § 5, Sec. 1, Point 3, Letters “d-i”.

\* Mandatory field

**(Registered seat address)**

**(E-mail/phone number)**

**ADMINISTRATOR INFORMATION ON THE PROCESSING OF PERSONAL DATA**

Dear Resident. Please be informed that the administrator of your personal data is the Mayor of the City of Kraków with the seat at pl. Wszystkich Świętych 3-4. 31-004 Kraków. Your data is collected for the purpose of conducting public consultations.

You can contact the administrator by post (the above address) or by email at:  
[sz.umk@um.krakow.pl](mailto:sz.umk@um.krakow.pl).

The Data Protection Officer postal address: - ul. Wielopole 17a. 31-072 Kraków, e-mail address: [iod@um.krakow.pl](mailto:iod@um.krakow.pl).

Please be advised that:

1. You have the right to request the administrator to access your personal data, rectify them and limit processing.
2. Personal data will be processed until the case for which they were collected is resolved, and then they will be stored for at least 25 years. After that period the data will be transferred to the National Archives in Kraków.
3. You have the right to lodge a complaint with the supervisory authority, which is the President of the Personal Data Protection Office.
4. Providing personal data is mandatory.
5. The consequence of not providing data is the inability to initiate the process of conducting public consultations.
6. The legal basis for the processing of your data is the Resolution No. 0X1/2904/18 by the Kraków City Council of 26/09/2018 on the rules and procedure of  
   conducting consultations with residents of the Municipality of Kraków and the Kraków Public Benefit Activity Council or other non-governmental organizations and entities referred to in Art. 3, Sec. 3 of the Act of 24/04/2003 on public benefit activities and volunteer work in local legal acts in the areas related to the statutory activities of these organizations (as amended).

**Subject of consultations\*** *(please describe what the proposed consultations will cover):*

**Proposed formula of consultations\* (*the consultations must be carried out using a minimum of three formulas, with at least one of the two formulas are obligatory -*** *open, minuted meetings with residents in a publicly accessible place, if possible in the area concerned by a given case, or during workshops carried out together with residents and representatives of the City, aimed at developing proposals for solutions for the City; examples of other formulas can be found in the Resolution No. CNI/2904/18 of the Kraków City Council of 26/09/2018):*

**Justification for the consultations \*:**

**Proposed start/end date for the consultations** *(the minimum duration of consultations is 21 days and they should end on a business day on which UMK works at fixed hours fully staffed. The date of completion of consultations should be chosen in such a way that the last 5 days of consultations do not fall on public holidays).*

**Proposed city area where meetings/workshops should be arranged:**

**Proposed date/dates, times and places of meeting:**

**Selection of groups to which the promotion activities should be addressed, along with selection of ways to increase accessibility:**

**Notes and annexes:**

1. **list of residents supporting the application (minimum 300 people) - refers to the application submitted by the residents of Kraków (§ 5, Sec. 3, Letter “a” of the Resolution No. CXI/2904/18 by the Kraków City Council of 26/09/2018)**
2. **list of organisations supporting the application (minimum 8 organizations) - refers to the application submitted by NOGs (§ 5, Sec. 3, Letter “a” of the Resolution No. CXI/2904/18 by the Kraków City Council of 26/09/2018)**
3. **other annexes, describe if any**

**(place and date)**

**(name and surname of the person submitting the form/person authorized to represent the entity submitting the form)**

**a) LIST OF RESIDENTS SUPPORTING THE APPLICATION**

**(name of the application)**

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|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **First name and last name** | **Address** | **Signature** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| 6 |  |  |  |
| 7 |  |  |  |
| 8 |  |  |  |
| [•••]\* |  |  |  |

The list of support must be signed by a minimum of 300 Kraków residents.

**b) LIST OF ORGANISATIONS SUPPORTING THE APPLICATION**

**(name of the application)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Organization name, registered office address, KRS** | **Names and surnames of persons entitled/authorized to represent the organization** | **Signatures of persons entitled/authorized to represent the organization** |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |
| 5. |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 6. |  |  |  |
| 7. |  |  |  |
| 8. |  |  |  |