

Subject card

Subject name and code	Raising funds for cultural activities and project management, PG_00166338						
Field of study	Film and Audio-Visual Culture Studies						
Date of commencement of studies	October 2025		Academic year of realisation of subject			2027/2028	
Education level	Bachelor's studies		Subject group			Obligatory subject group in the field of study Subject group related to practical vocational preparation	
Mode of study	part-time studies		Mode of delivery			at the university	
Year of study	3		Language of instruction			Polish	
Semester of study	5		ECTS credits			2.0	
Learning profile	practical		Assessment form			credit	
Conducting unit							
Name and surname of lecturer (lecturers)	Subject supervisor		dr Marta Maciejewska				
	Teachers						
Lesson types	Lesson type	Lecture	Tutorial	Laboratory	Project	Seminar	SUM
	Number of study hours	0.0	10.0	0.0	0.0	0.0	10
	E-learning hours included: 0.0						
Learning activity and number of study hours	Learning activity	Participation in didactic classes included in study plan		Participation in consultation hours		Self-study	SUM
	Number of study hours	10		2.0		38.0	50
Subject objectives	The student learns the applicable regulations and sources of funding for cultural activities, and knows the basic principles of project management. He or she becomes familiar with project management methodologies (PCM, PMI, PRINCE 2, SCRUM) and tools within these methodologies, as well as their practical application on a sample project proposal.						

Learning outcomes	Course outcome	Subject outcome	Method of verification
	[WOFKAL3_W06] He/she has advanced knowledge of the structure and functions of media and film institutions.	Has advanced knowledge of the structure and functions of media and film institutions.	[SW1] oral statement/conversation/discussion [SW3] text preparation/written work
	[WOFKAL3_K04] He/she is prepared to take an active part in the activities of institutions, organizations and social groups involved in the promotion of film culture.	Is prepared to take an active part in the activities of institutions, organizations and social groups involved in promoting film culture.	[SK1] oral statement/conversation/discussion [SK3] text preparation/written work
	[WOFKAL3_K07] He/she adheres to the principle of professional ethics and understands the need to take care of the achievements and professional traditions related to the art of filmmaking.	Adheres to the principles of professional ethics and understands the need to care for the achievements and professional traditions related to the art of filmmaking.	[SK1] oral statement/conversation/discussion [SK8] observation of student's independent or team work
	[WOFKAL3_W14] He/she has systematic knowledge of methods of diagnosing needs and assessing the quality of services provided by film and media institutions.	Has a structured knowledge of methods of diagnosing the needs and evaluating the quality of film and media institutions' services.	[SW3] text preparation/written work
	[WOFKAL3_W11] He/she has advanced knowledge in the area of popularization of film culture.	Has advanced knowledge of film culture dissemination.	[SW3] text preparation/written work
	[WOFKAL3_W15] He/she has knowledge of occupational health and safety in institutions related to film activities	Has knowledge of occupational health and safety in institutions related to film activities.	[SW1] oral statement/conversation/discussion [SW3] text preparation/written work
	[WOFKAL3_W08] He/she has advanced knowledge of copyright law and normative acts regulating the activities of film and media institutions, as well as systematic knowledge of the economic conditions of their functioning.	Has advanced knowledge of copyright law and normative acts regulating the activities of film and media institutions, as well as a structured knowledge of the economic conditions of their operation.	[SW3] text preparation/written work
	[WOFKAL3_K03] He/she has the ability to work in a team as part of joint projects and activities, both organizational and artistic.	Has the ability to work as a team in joint projects and activities, both organizational and artistic.	[SK2] presentation/project/paper/report [SK8] observation of student's independent or team work
	[WOFKAL3_W07] He/she has advanced knowledge of the goals, organization and functioning of film institutions.	Has advanced knowledge of the objectives, organization and functioning of film institutions.	[SW1] oral statement/conversation/discussion [SW3] text preparation/written work
Subject contents	Normative acts and sources of funding for cultural activities. Public sources of financing of cultural activities, especially in the field of animation and dissemination of film culture. The Polish Film Institute and its operational programs for the dissemination of film culture. Regional and local government sources. EU sources and programs. Types of applications and the practice of filling them. Sponsorship, grants in kind. Basic principles of project management in the field of animation and film culture. Auditing methods. Project management, project vs. process, types of projects. PCM methodology - Project Cycle Management: specifics of projects implemented under public intervention; analysis of problems, objectives and stakeholders; logical matrix. PMI - Project Management Institute methodology: processes within project management; tools, schedule, budget, organizational structure, responsibility matrix, risk analysis.		
Prerequisites and co-requisites			
Assessment methods and criteria	Subject passing criteria	Passing threshold	Percentage of the final grade
	systematic preparation (in oral and written form) of issues indicated by the instructor	50.0%	20.0%
	attendance and active participation in classes	80.0%	20.0%
	Preparation of a project in the field of popularization and animation of film culture with the indication of funding sources	50.0%	60.0%
Recommended reading	Basic literature	Nowoczesne zarządzanie projektami, red. M. Trocki, Warszawa 2010. Pawlak M., Zarządzanie projektami, Warszawa 2008. Skalik J., Zarządzanie projektami, Wrocław 2009.	

	Supplementary literature	Wysocki R.K., McGary R., Efektywne zarządzanie projektami, Gliwice 2005. KE (2004) Podręcznik Zarządzanie cyklem projektu, http://www.equal.gov.pl/NR/rdonlyres/3A81D042-E1A4-42A6-8A31-6D587DDCB8D9/0/equal_podr_zarz_cykl.pdf Walczak W., Rola fazy planowania w zarządzaniu projektami, E-mentor 2010, nr 1 (33). Wojnicka E., Procedura przygotowania wniosku aplikacyjnego innowacyjnego projektu, [w:] Efekty wdrażania działania 2.6. Regionalne Strategie Innowacyjne i transfer wiedzy ZPORR w województwie podkarpackim. Źródła finansowania innowacji w latach 2007-2013. Przewodnik. Zarządzanie projektami badawczo-rozwojowymi, red. A. Lis, M. Wirkus, Warszawa 2012. Application forms for cultural activities and regulations (including PISF).
	eResources addresses	
Example issues/ example questions/ tasks being completed		
Work placement	Not applicable	

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