



**THEIERE**

FINANCIAL ASPECTS

Financial Agreement 29792-IC-4-1999-1-PT-  
ERASMUS-EPS-1

# Financial Aspects

**Period of Agreement: 1.09.2001-31.08.2002**

- **Personnel costs** will only be paid to **students**. All other personnel costs are to be considered as co-funding by the universities.
- Students can be hired to work out modules, and can be paid by the project **max 500 EUR as a grant**

# ELIGIBLE COSTS

- Only activities directly related to activities described in the project application and **carried within the contract period (1.09.2001-31.08.2002).**
- ✎ Only higher education institutions or associations of higher education institutions belonging to **eligible countries.**
- Costs relating to the acquisition of technology and equipment are **NOT ELIGIBLE**

# Students grants

**Period of Agreement: 1.09.2001-  
31.08.2002**

- **36 000 Euros** available for grants
- **500 grant /student**, corresponding to 1 month work.
- Grants attributed to the **production of results.**

# Travel

- **>400 km- air travel** (Apex flights, economy class)- KEEP TICKET for refunding
- **Up to 400 km-Rail Travel**- KEEP TICKET for refunding
- **Own car-** amount reimbursed is equivalent **to 1st class rail fare**
- hire car (class A)-actual cost allowed **if no other transport is available.**- KEEP RECEIPT

# Accommodation/subsistence

- Accommodation and Subsistence costs should not exceed the maximum amount specified by the Commission.
- SLOVAKIA- 164 EUR/day/person
- Grant available: 33 400 EUR

## Maximum Accom/Subsistence Cost per Person per Day

<b>Country</b>	<b>EUR</b>	<b>Country</b>	<b>EUR</b>
<b>Belgium</b>	<b>150</b>	<b>Ireland</b>	<b>165</b>
<b>Denmark</b>	<b>179</b>	<b>Italy</b>	<b>130</b>
<b>Germany</b>	<b>127</b>	<b>Slovakia</b>	<b>164</b>
<b>Greece</b>	<b>113</b>	<b>Holland</b>	<b>148</b>
<b>Spain</b>	<b>141</b>	<b>Austria</b>	<b>122</b>
<b>France</b>	<b>130</b>	<b>Portugal</b>	<b>143</b>
<b>Finland</b>	<b>156</b>	<b>Sweden</b>	<b>157</b>
<b>Iceland</b>	<b>183</b>	<b>Norway</b>	<b>171</b>
<b>Bulgaria</b>	<b>157</b>	<b>Czech Rep.</b>	<b>214</b>
<b>Poland</b>	<b>227</b>	<b>Romania</b>	<b>185</b>
<b>Estonia</b>	<b>129</b>	<b>Lithuania</b>	<b>126</b>

# Financial management

(Modus Operandi)

- **1st phase**
  - Declaration of real expenses, together with original documents (partners)
  - Checking of eligible expenses (co-ordination)
  - Sharing of the grant available (co-ordination)
- **2nd phase**
  - Request for an invoice which mention the amount effectively reimbursed (co-ordination)
  - Sending of the invoice mentioning the amount effectively reimbursed (partner)
  - Payment of the money (co-ordinator)

# Administrative Costs

- Communications (tel, fax, E-mail)
- Office supplies
- Photocopies
  
- Grant available: 7 300 EUR

# On the evaluation by the commission

- **An evaluation of the results will be done, vs. what was announced in the application form**
- **Grades :**
- **0-2 : reimbursement of the grants**  
**3-4 : reimbursement of parts of the grants**