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PROJECT REFERENCE - 612489-EPP-1-2019-1-DE-EPPKA2-EUR-UNIV

**APPLICATION FOR FINANCIAL SUPPORT OF FORTHEM LABS**

**Call for Student Projects**

**This call aims to encourage participation among the students at the universities that are part of the alliance, creating their own activities within and across FORTHEM** [**Labs**](https://www.forthem-alliance.eu/objectives/labs/)**.**

**Funding can be applied for project activities that involve students within each lab of the Alliance;** cross-Labs initiatives are also welcome.

* Projects should foster community building among the students within or across Labs and should be scaled in accordance with resources provided.
* Objectives must be feasible, and the projects should be executed by 30 June 2022.
* Specific communication of the result/outputshould be done at the end. A brief report on the result/outcome needs to be presented upon completion of the project.

**Application open:** from the 1st of February 2022 to 1st of March 2022.

Submission of applications: via email to [forthem@uv.es](mailto:forthem@uv.es)

**Only one application per project needs to be submitted**. Students’ applications will be evaluated by a review board. After the approval of the project, the applicants might be asked to adjust the budget.

**Questions and doubts:** on Tuesday 22nd February a session will be ogranized to answer your questions and help you complete the application. Join the video conference via this [link](https://meet.jit.si/moderated/11c5e2c6053318c707a99f398c60b553d40b6260352d52963f9e5ee83c72e491) from 11 to 12 and from 16 to 17 CET.

**Funding:** the total budget of this call is € 5000.Student teams are guaranteed €500 funding (one project per Lab), which can be increased if it is required and well justified. The funding of a project can be multiplied if more than one Labs submit a joint application.

**Eligible costs:** staff costs, dissemination of knowledge and information, travel costs and individual support for student meetings, other costs. Read eligible cost description herewith. **Important:** Funds will not be paid to the students, contracts or bills from suppliers must be approved in advance by FORTHEM local office based on the budget, eligible costs and legal procedures. Please make sure you justify the use of funding in the application with special regards to “other costs”.

The maximum length of the proposal should be three pages (please only use the template provided).

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| **Project title** |  |
| **Concerned FORTHEM Lab(s)** |  |
| **Person responsible for the project** |  |
| **Applicants (students)** |  |
| **External FORTHEM partners involved** |  |
| **Description of the proposed project** (including a description of the role of the partner organizations in implementing the activities)  **Please make sure you justify the use of funding in the application**, with special regards to “other costs.” |  |
| **Eligible costs. Please read eligible cost description.** Please make sure you justify the use of funding in the application, with special regards to “other costs.” | * Staff costs * Dissemination of knowledge and information * Travel and individual support * Other (specify) |
| **Requested funds to the team.** Please give the approximate numbers for each cost category.  In case a university collaborates to the output, but does not apply for funding, please indicate the university’s participation, and add “0” to amount.  **Only one application must be submitted per project/activity.** | ** yes, at the following institutions**  **** JYU amount \_\_\_\_\_\_\_ cost categories \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **** UB  amount \_\_\_\_\_\_\_ cost categories \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **** UNIPA  amount \_\_\_\_\_\_\_ cost categories \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **** UO  amount \_\_\_\_\_\_\_ cost categories \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **** UL  amount \_\_\_\_\_\_\_ cost categories \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **** JGU  amount \_\_\_\_\_\_\_ cost categories \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Total requested funds:** |
| **Funding period** |  |
| **Signature of the person responsible for the project** |  |

\*If you have any question, do not hesitate to contact your local [FORTHEM Office](https://www.forthem-alliance.eu/contacts/).

# Eligible costs description

# Staff costs

Costs of staff assigned to the action (both permanent and temporary) from the participating institutions/organisations, comprising actual salaries plus social security charges and other statutory costs included in their remuneration.

* The grant must be used to cover the costs of staff for all beneficiaries when they are performing any tasks which are directly related to the achievement of the objectives of the European University.

# Travel costs

Contribution to the travel costs of participants to the venue of the activity and return.

* Applicable for staff, students and doctoral candidates from the partner universities taking part in the project (e.g. for training and study activities, meetings, workshops and seminars).

# Individual support

Costs directly linked to the subsistence and accommodation of participants during the activity, taking part in the project

* Applicable for staff, students and doctoral candidates from the participating universities (e.g. for training and study activities, meetings, workshops and seminars).

# Equipment

Depreciation costs of equipment or other assets (new or second hand) provided they are actually incurred by the participating higher education institutions.

* Only the portion of the equipment's depreciation, rental and lease costs are eligible, for the part that corresponds to the duration of the funding period and to the rate of actual use, for the purpose of the action.
* Only depreciation costs for equipment or other assets directly linked to the development of innovative pedagogies, blended and/or work-based learning activities are eligible.

# Other costs

Costs linked with:

* Transfer of best practices to higher education institutions outside the alliance
* Dissemination of knowledge and information (e.g.: advertising in the media, promotional materials and activities);
* Renting of premises for major events
* Subcontracting for specific tasks; Subcontracting is possible only in justified cases for specific, time-bound, project-related tasks, when these cannot be performed by the consortium members themselves or where the nature of the activity specifically requires external services. Subcontracting of core project activities such as teaching and/or project management (general management and coordination, monitoring, financial management, reporting to EACEA) is not possible. Staff members of co-beneficiaries are not allowed to operate in a subcontracting capacity.
* Travel and/or subsistence costs of third parties (experts, professors, speakers etc.) contributing to the European University's activities. Travel and subsistence costs for people not belonging to one of the partner universities can be co-funded when these persons are invited by the consortium to take part to the core activities of the European University.