

Financial arrangements (advanced payments' scheme, Interim and Final reports)

The total cost of a project is a sum of eligible costs. The method of financing depends on the type of project.

For research projects:

- **For mobility projects lasting 3 months:**
 - the first payment representing 90% of the grant awarded will be made after the signature of the financial agreement;
 - the final balancing payment (not exceeding, however, 10% of the grant awarded) will be transferred after the approval of the *Final report* on project implementation by the STF.
- **For mobility projects lasting 4 months:**
 - the first payment representing 80% of the grant awarded will be made after the signature of the financial agreement;
 - a further payment of up to 10% of the grant awarded will be made after 2 months on the basis of the *Interim report* submitted together with a request for payment;
 - a final payment of up to 10% of the grant awarded will be made after 4 months, after the approval of the *Final Report* on project implementation.
- **For mobility projects lasting 5 months:**
 - the first payment representing 70% of the grant awarded will be made after the signature of the financial agreement;
 - a further payment of up to 20% of the grant awarded will be made after 2 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a final payment of up to 10% of the grant awarded will be made after 5 months, after the approval of the *Final Report* on project implementation.
- **For mobility projects lasting 6 months:**
 - the first payment representing 60% of the grant awarded will be made after the signature of the financial agreement;
 - a further payment of up to 20% of the grant awarded will be made after 2 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a further payment of up to 10% of the grant awarded will be made after 4 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a final payment amounting to 10% of the grant awarded will be made after 6 months, after the approval of the *Final Report* on project implementation.
- **For mobility projects lasting 7 months:**
 - the first payment representing 60% of the grant awarded will be made after the signature of the financial agreement;
 - a further payment amounting to 20% of the grant awarded will be made after 2 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a further payment amounting to 10% of the grant awarded will be made after 5 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a final payment amounting to 10% of the grant awarded will be made after 7 months, after the approval of the *Final Report* on project implementation.
- **For mobility projects lasting 8 months:**
 - the first payment representing 60% of the grant awarded will be made after the signature of the financial agreement;

- a further payment amounting to 10% of the grant awarded will be made after 3 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a further payment amounting to 20% of the grant awarded will be made after 5 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a final payment amounting to 10% of the grant awarded will be made after 8 months, after the approval of the *Final Report* on project implementation by the STF.
- **For mobility projects lasting 9 months:**
 - the first payment representing 50% of the grant awarded will be made after the signature of the financial agreement;
 - a further payment amounting to 20% of the grant awarded will be made after 3 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a further payment amounting to 20% of the grant awarded will be made after 6 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a final payment amounting to 10% of the grant awarded will be made after 9 months, after the approval of the *Final Report* on project implementation by the STF.
- **For mobility projects lasting 10 months:**
 - the first payment representing 50% of the grant awarded will be made after the signature of the financial agreement;
 - a further payment amounting to 20% of the grant awarded will be made after 3 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a further payment amounting to 10% of the grant awarded will be made after 6 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a further payment amounting to 10% of the grant awarded will be made after 8 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a final payment amounting to 10% of the grant awarded will be made after 10 months, after the approval of the *Final Report* on project implementation by the STF.
- **For mobility projects lasting 11 months:**
 - the first payment representing 50% of the grant awarded will be made after the signature of the financial agreement;
 - a further payment amounting to 20% of the grant awarded will be made after 3 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a further payment amounting to 10% of the grant awarded will be made after 6 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a further payment amounting to 10% of the grant awarded will be made after 9 months on the basis of the *Interim Report* submitted together with a request for payment;
 - a final payment amounting to 10% of the grant awarded will be made after 11 months, after the approval of the *Final Report* on project implementation by the STF.
- **For mobility projects lasting 12 months:**
 - the first payment representing 50% of the grant awarded will be made after the signature of the financial agreement;

- a further payment amounting to 20% of the grant awarded will be made after 3 months on the basis of the *Interim Report* submitted together with a request for payment;
- a further payment amounting to 10% of the grant awarded will be made after 6 months on the basis of the *Interim Report* submitted together with a request for payment;
- a further payment amounting to 10% of the grant awarded will be made after 9 months on the basis of the *Interim Report* submitted together with a request for payment;
- a final payment amounting to 10% of the grant awarded will be made after 12 months, after the approval of the *Final Report* on project implementation by the STF.

The above financial arrangements' scheme for research projects is shown in the table below:

Number of payments					
Duration of the research project (in months)¹	1-st advance payment	2-nd advance payment (or final payment)	3-rd advance payment (or final payment)	4-th advance payment (or final payment)	5-th advance payment (or final payment)
3 months	90% of the grant awarded – after the signature of the financial agreement	10% of the grant awarded – after the approval of the final report by the STF			
4 months	80% of the grant awarded – after the signature of the financial agreement	10% of the grant awarded – after 2 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after 4 months and the approval of the Final Report by the STF		
5 months	70% of the grant awarded – after the signature of the financial agreement	20% of the grant awarded – after 2 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after 5 months and the approval of the Final Report by the STF		
6 months	60% of the grant awarded – after the signature of the financial agreement	20% of the grant awarded – after 2 months on the basis the <i>Interim Report</i> , approved by the STF	20% of the grant awarded – after 4 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after 6 months and the approval of the Final Report by the STF	
7 months	60% of the grant awarded – after the signature of the financial agreement	20% of the grant awarded – after 2 months on the basis the <i>Interim Report</i> , approved by the STF	20% of the grant awarded – after 5 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after 7 months and the approval of the Final Report by the STF	
8 months	60% of the grant awarded – after the signature of the financial agreement	10% of the grant awarded – after 3 months on the basis the <i>Interim Report</i> , approved by the STF	20% of the grant awarded – after 5 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after 8 months and the approval of the Final Report by the STF	
9 months	50% of the grant awarded – after the signature of the financial agreement	20% of the grant awarded – after 3 months on the basis the <i>Interim Report</i> , approved by the STF	20% of the grant awarded – after 6 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after 9 months and the approval of the Final Report by the STF	
10 months	50% of the grant awarded – after the signature of the financial agreement	20% of the grant awarded – after 3 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after 6 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after 10 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after the approval of the Final Report by the STF
11 months	50% of the grant awarded – after the signature of the financial agreement	20% of the grant awarded – after 3 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after 6 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after 11 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after the approval of the Final Report by the STF
12 months	50% of the grant awarded – after the signature of the financial agreement	20% of the grant awarded – after 3 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after 6 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after 12 months on the basis the <i>Interim Report</i> , approved by the STF	10% of the grant awarded – after the approval of the Final Report by the STF

¹ NB!: in case of research projects which last less than full months (eg. 4 months and two weeks or 5 months and three weeks), for the purpose of advance payments' scheme, the project duration will be rounded down to full months (eg. in case of research project lasting 4 months and two weeks, advance payments' scheme for 4 months projects will be applied)

For study visits:

- the first payment representing 90% of the grant awarded will be made after the signature of the financial agreement;
- the final balancing payment (not exceeding, however, 10% of the grant awarded) will be transferred after the approval of the *Final report* on project implementation by the STF.

The Beneficiary is not permitted to cover the same expenses from two different sources (double funding).