

## Application assurance form for Erasmus+ projects (for internal use only)

*Erasmus+ KA2 projects are managed (pre and post contract) by the applicant and the applicant's department. However, the Head of Student Services, as the University's Legal Representative for the project, needs to sign documents and contracts with the EU Commission and other organisations. The application assurance form should be completed and sent to the International Office (e-mail: [projektstodutbildning@su.se](mailto:projektstodutbildning@su.se)) together with the project application or other relevant documents no later than 3 weeks prior to the project (application) deadline.*

Erasmus+ project:

- |  |  |
|--|--|
| <input type="checkbox"/> <a href="#">Partnerships for Cooperation</a>          | <input type="checkbox"/> <a href="#">Alliances for Innovation</a>            |
| <input type="checkbox"/> <a href="#">Capacity building</a>                     | <input type="checkbox"/> <a href="#">Erasmus Mundus Joint Masters (EMJM)</a> |
| <input type="checkbox"/> <a href="#">Erasmus Mundus Design Measures (EMDM)</a> |  |
| <input type="checkbox"/> Other: _____  |  |

Application deadline (YYMMDD): \_\_\_\_\_

Call number/identifier: \_\_\_\_\_

Principal Investigator (PI) SU: \_\_\_\_\_

Department SU: \_\_\_\_\_

Project Title: \_\_\_\_\_

Project Coordinator (if not SU): \_\_\_\_\_

Total budget for SU in application: \_\_\_\_\_

Co-funding applicant needs to cover\*: \_\_\_\_\_

Indirect costs-coverage applicant needs to cover (indicate %)\*: \_\_\_\_\_

### External Financial Funding Assurance Statement:

By signing below, we confirm that:

- The listed PI may participate in the application described above.
- The project will be performed at SU department as mentioned above when funding is awarded.
- The PI and Head of Department are aware of SU:s rules and policies regarding indirect costs on external funding and certifies that the budget has been reviewed.
- The PI and Head of Department are aware of, and approve, co-funding requirements if applicable\*.

\_\_\_\_\_  
Principal Investigator Name

\_\_\_\_\_  
Principal Investigator Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Head of Department Name

\_\_\_\_\_  
Head of Department Signature

\_\_\_\_\_  
Date

*\*Depending on the call you apply for, the budget can include for example costs for travel, salaries, sustenance and project management. These costs are given as unit costs (lump sums) which are calculated automatically and the size of the sums depends on such things as country where activities take place and distance traveled. The allocated sums should be seen as a contribution to the actual costs and are not expected to cover the full costs or overhead costs. Make sure you consult the Erasmus+ programme guide: <https://erasmus-plus.ec.europa.eu/erasmus-programme-guide>.*