

Nordic-Russian Cooperation Programme in Education and Research

Call for applications 2016 - higher education

1 INVITATION

On behalf of the Nordic Council of Ministers, the Norwegian Centre for International Cooperation in Education (SIU) is pleased to issue this call for applications for funding of joint projects between higher education institutions in the Nordic countries and Russia under the [Nordic-Russian Cooperation Programme in Education and Research](#).

The **overall aim** of the programme is to promote multifaceted contacts in the fields of education and research, in the interests of sustainable social and economic development in the Nordic countries and Russia.

The programme is funded by the Nordic Council of Ministers, and is administered by the Norwegian Centre for International Cooperation in Education (SIU) and NordForsk in cooperation with the International department of the Ministry of Education and Science of the Russian Federation.

The call is open to higher education projects with a project period from 1 August 2016 to 31 December 2017. The final deadline for submitting applications is 2 May 2016, at 15:00 Norwegian time (CET). The applications should be prepared jointly by the applicant institutions in the Nordic countries and Russia.

The total funds made available in this call are up to EUR 860 000.

Please note that a separate call for research applications within the framework of the Nordic-Russian Cooperation Programme will be announced by [NordForsk](#) in the beginning of March 2016. For further information you may contact Kaisa Vaahtera (Kaisa.Vaahtera@nordforsk.org).

Below you will find more information on the objectives and funding framework of the Programme, eligibility requirements and selection criteria, and an outline of the administrative process of project selection under the Nordic-Russian Cooperation Programme.

2 OBJECTIVES AND FUNDING FRAMEWORK OF THE PROGRAMME

2.1 Objectives

The objectives of the programme are:

- To initiate long-term partnerships that will improve the direct links between the involved institutions and organizations.
- To facilitate multilateral cooperation in the training of highly qualified experts, exchange of undergraduate and postgraduate students and university faculty, as well as joint research projects and promotion of innovation. The multilateral cooperation should have a clear added value compared to bilateral cooperation in higher education and research between institutions and organisations in Russia and the different Nordic countries.
- To promote mutual benefit of project activities between Nordic and Russian cooperation partners.

2.2 Project funding and activities

The Nordic-Russian Cooperation Programme in Education and Research is based on Nordic-Russian mutual priorities and shared funding.

Nordic participation in higher education projects is funded by SIU. Each project may be awarded up to 50 000 Euro (EUR) from the Nordic funds. In addition, Nordic institutions should provide minimum 30 percent own contribution (in kind or cash). SIU may adjust the amount awarded based on assessment of the merits of the individual applications.

Russian participation in projects must be funded with own contribution (in kind or cash) obtained from the participating institutions' funds for international cooperation or external funding. In the application, such funding should be confirmed by the Rector of the Russian institution, or equivalent (i.e. Vice-Rector, Director, and Head of board).

Synergies between different funding sources are encouraged.

The joint activities must be related to one or more of the following thematic priority areas:

- Shared Nordic-Russian challenges regarding environment and climate and common or shared resources, such as the Baltic Sea and the Arctic region.
- Social inclusion and exclusion – including special needs education, social integration of minority and migrant children, youth employment, and transition from education to labour market.
- Area studies – including the languages, literature and culture of Russia and the Nordic countries.
- Higher education aimed at strengthening long-term cooperation in the fields of industries and innovation.
- Reform of higher educational structures with regard to the aims of the Bologna Process.

Applicants are encouraged to develop projects that integrate higher education and research cooperation within the thematic priority areas targeted by the programme.

Support may be granted to activities that contribute to fulfil the programme's objectives. The following list of activities may be illustrative of typical activities eligible for support:

- **Project development**
E.g. international project meetings; joint development of curricula, courses, study programmes, degrees; development of new educational materials and methods, including digital content and tools; and dissemination activities.
- **Implementation of educational cooperation between higher education institutions**
E.g. student mobility; student participation in research activities/projects; joint teaching and supervision incl. guest lecturing; joint project assignment for students; intensive courses, field courses and summer schools; workshops and seminars; courses/trainings/study visits for academic and administrative staff.
- **Implementation of educationally relevant cooperation with enterprises in the public and private sectors**
E.g. implementation of student work placements, internships or trainee arrangements; facilitation of student involvement in R&D projects and/or involvement of private or public enterprises in student projects; facilitation of student entrepreneurship or innovation projects; and guest lecturing, workshops and seminars involving lecturers, supervisors or advisors from the public or private sector.

The project may include funds for salaries and indirect expenses (including administration and overhead), limited to maximum 20 per cent of the total allocation. The funds may be shared between the Nordic partner institutions based on the distribution of tasks between the partners.

Activities may include all levels of higher education (Bachelor, Master and PhD), and involve multiple fields and disciplines (multidisciplinary projects). For more information on eligible project activities, please also see the *Guidelines for applicants* for the Nordic-Russian Cooperation Programme (page 7).

2.3 Expected project results

SIU will monitor project results and the degree to which project activities contribute to fulfil the project goals and the programme objectives. Applicants are requested to describe the expected results of the project as specifically as possible. Please see the guidelines for applicants below (page 12) for examples of results from international collaboration projects, which may be used as an inspiration in defining expected results.

3 ELIGIBILITY REQUIREMENTS AND SELECTION CRITERIA

3.1 Formal eligibility requirements

In order to be eligible, applications must meet the following criteria:

- **Applications** must include at least three partners; one partner in at least two different Nordic countries and at least one partner in Russia.
- **The main Nordic partner institution** must be a Nordic higher education institution that is defined as such in its home country.
- **The main Russian partner institution** must be an accredited institution for higher education, which is providing education programmes at a level equivalent to that offered at the main Nordic partner institution, and *limited to the following types of institutions*:
 - National universities (Moscow State University and St. Petersburg State University)
 - Universities participating in project 5-100.
 - Any other higher education institution under the jurisdiction of the Ministry of Education and Science of the Russian Federation.
 - Private higher education institutions with documented partial public funding, i.e. grant allocations from Russian public funding agencies.

- **Network partners** may be accredited/recognized higher education institutions, research institutes, non- governmental organizations, public agencies, or public and private enterprises in the Nordic countries and Russia.
- **Applications** must include **Letters of commitment** from the main Russian partner institution and all network partners, documenting interest in and commitment to the partnership by leadership at relevant level.
- **Applications** must be written in English and be submitted fully completed, including attachments, through [SIU's online platform for applications and reporting](#) (Espresso) within the call's final deadline;
- **The project activities** described in the application must be implemented within the project period: 1 August 2016 to 31 December 2017.

Please note that failure to meet the above criteria will lead to dismissal of the application.

3.2 Selection criteria

The eligible applications' relative strength will be assessed on the degree to which they are deemed able to meet the following selection criteria:

- The project's relevance to the objectives of the Programme, including its ability to realise the objectives, to create added value for its target groups, and to justify the need for financial support under the Programme to carry out the proposed activities.
- The proposal's overall clarity, completeness and quality of the project description, including the quality of the project structure, alignment of proposed activities with budget allocations, demonstration of cost-efficiency, and identification and mitigation of potential risk factors.
- The quality of the project team and the cooperation arrangements, hereunder the partners' history of cooperation, complementarity with regard to profile, experience and expertise, each partners' active contribution and capacity throughout the project period, the project's level of formalised commitment, and the potential for sustainable collaboration.
- The degree to which the partnership is based on mutual academic interests and is in line with the institutions' long-term strategic priorities.
- If relevant, the level of involvement from enterprises in the public or private sectors, hereunder the enterprises' contribution to the project activities, and the value thereby added to the collaboration as well as the enterprise partners.

Please note that these criteria correspond to various compulsory fields in the online Espresso application form, and that the application's ability to meet these relative criteria will be

assessed on basis of the description provided in each such field. In order to ensure coherence and a logical order in the description of your project, please carefully read the relevant help texts in the online application form as well as the Guidelines for the Nordic-Russian Cooperation Programme. Remaining questions may be directed to SIU.

4 ADMINISTRATIVE PROCESS

4.1 Assessment of applications and response to applicants

Each application will be assessed by SIU and at least one external evaluator on basis of its individual merits with regard to the selection criteria set out above (item 3.2.), and its relative standing to other competing project applications. SIU uses the evaluators' assessment as a basis on which to recommend grant allocation.

The applications and recommendations are submitted to the joint Nordic-Russian Working Group for grant allocation. If all other aspects of competing applications are considered equal, the joint Nordic-Russian Working Group may place emphasis on strategic and political factors deemed relevant to the Programme.

All applicants will be notified of the outcome of the application process. Decisions are estimated to be announced by the end of June 2016.

4.2 Contracts and reporting obligations

Successful applicants will be required to enter into a contract with SIU. The contract will be subject to SIU's standard terms and conditions, and must be signed by an institutional representative holding the requisite authority to legally bind the Main Nordic Partner Institution. The obligations on part of the Main Nordic Partner Institution include a duty to submit a start-up report and a final report on completion of the project.

4.3 Contact information

For further information on the Programme or how to apply, please contact SIU via email to Herdis Kolle (herdis.kolle@siu.no) or Susan Johnsen (susan.johnsen@siu.no) or by telephone (+47 55 30 38 00).

For information about the formal requirements for Russian participants, please contact the International department, Ministry of Education and Science of the Russian Federation via email to Ksenia Trichenko (trichenko-ko@mon.gov.ru) or by telephone (+7 (495) 629-24-25).

Guidelines for applicants

March 2016

INTRODUCTION

The following guidelines are designed to aid applicants in preparing their applications for funding of higher education projects under the Nordic-Russian Cooperation Programme in Education and Research.

All applications must be submitted via SIU's online system for applications and reporting, called «Espresso». Espresso may be accessed at espresso.siu.no, where the application forms are available in the English language. New users will be required to create a personal user account via the *Register* link at the login page. Registered users may use their existing user name and password. If you have forgotten your password, please follow the *New password* link at the login page. Once logged in, you will have access to the currently available Calls for applications from SIU.

Please note that applications submitted in other formats will not be considered by SIU.

These guidelines follow the same structure as the online application form in Espresso, and are therefore divided into the following sections: «Start», Sections «A» through «E», a «Preview» section, and a section for «Submission» of the application.

You can at any point before submission save your application and continue at a later stage. Remember to submit before application deadline. If you need to make changes after submission, please refer to the guidelines under “Submission”.

«START» | General project information and administration rights

Project number

The Project number is the identification key for your individual project proposal, and is automatically generated by the system.

Project title

The project title will follow your application throughout the application process, and should therefore be designed to give an informative short hand description of the project.

Project editor access

Project editor access is access to edit the contents of your application. As a default, the editor access rests with the project coordinator. The project coordinator may grant editor access to up to four other registered Espresso users.

Project read access

Project read access is access to view the contents of your application (incl. attachments), but not edit its contents. The project coordinator may grant read access to an unrestricted number of other registered Espresso users.

SECTION «A» | Information on the partnership

A.1 Main Nordic partner institution

A.1.1 Main Nordic partner institution

In this field, provide the name of the Nordic partner institution that will coordinate the project. The names of eligible Nordic partner institutions are retrieved via the search function. Please note that the list of Nordic higher education institutions provided via the search function is not exhaustive. Do not add new Nordic institutions of higher education in this database without consulting SIU.

A.1.2 Department

In this field, identify the name of the institutional department/unit where the project will be implemented. Please choose a predefined department, or manually type in the name of the department/unit if it is not listed. If multiple departments/units will be involved in the project implementation, please choose the department most involved with the project implementation.

A.1.3 Head of department

In this field you are asked to provide the name of the head of the institutional department/unit at the main Nordic partner institution where the project will be implemented.

A.1.4 Project coordinator

This field asks for the name and relevant information of the project coordinator at the Main Nordic partner institution. Please note that a *curriculum vitae* (CV) is mandatory for project coordinators. CVs may be uploaded as an appendix. Uploaded CVs should not be longer than four (4) pages.

A.2 Main partner institution in Russia

A.2.1 Main partner institution in Russia

In this field, provide the name (in English) of the main partner institution in Russia. If the relevant institution is not found via the search function, you may add the institution by pressing the «Add Institution» button. If so, please make sure that the institution's name is correctly spelled.

Please note that the main partner institution in Russia must be an accredited higher education institution, which is providing education programmes at a level equivalent to that offered at the main Nordic partner institution, and limited to the following types of institutions:

- National universities (Moscow State University and St. Petersburg State University)
- Universities participating in [project 5-100](#).

- Any other higher education institution under the jurisdiction of the Ministry of Education and Science of the Russian Federation. Information on such institutions is available on the webpage on the [Ministry of Education and Science of the Russian Federation](#) (in Russian language).
- Private higher education institutions with documented partial public funding, i.e. grant allocations from Russian public funding agencies.

A.2.2 Department

In this field, identify the name of the institutional department/unit where the project will be implemented. You may choose a predefined department, or manually type in the name of the department/unit. If multiple departments/units will be involved in the project implementation, please choose the department most involved with the project implementation.

A.2.3 Head of department

In this field you are asked to provide the name of the head of the institutional department/unit at the main partner institution in Russia where the project will be administratively located.

A.2.4 Project coordinator

This field asks for the name and relevant information of the project coordinator at the main partner institution in Russia. Please note that a *curriculum vitae* (CV) is mandatory for project coordinators. CVs may be uploaded as an appendix. Uploaded CVs should not be longer than four (4) pages.

A.3 Network partners

A.3.1 Network partners

Network partners are other partners involved in the project than the Main Nordic partner institution and the Main partner institution in Russia (cf. items A.1 and A.2). **Please note** that projects must include at least one higher education institution located in another Nordic country than the Main Nordic partner institution to be eligible for funding from the Nordic-Russian Cooperation Programme. In addition, other higher education institutions, public or private enterprises, research institutes, non-governmental organisations (NGOs), or other formalised organisations, may participate as network partners in projects.

Network partners involved in your project may be added through the «Add new partner» button. Please provide a contact person for each network partner included in the project. Letter(s) of commitment from network partner(s) must be uploaded in section A.5.

A.4 Participants in the project

This part of the application form asks for a list of the academic and administrative staff and other participants directly involved in the project. Project coordinators and contact persons (network partners) already registered in section A.1 – A.3 need not be included here. The purpose of this field is to demonstrate the reach and institutionalisation of the project.

A.5 Attachments

A.5.1. Attachments

In this section, applicants must upload the following attachments **before** submitting the application:

- a *letter of commitment* from the Main partner institution in Russia
- a *letter of commitment* from each network partner in the Nordic countries and Russia.
- a *curriculum vitae* (CV) for each of the project coordinators. Uploaded CVs are not to exceed 4 pages.

Applications without CVs from the coordinators at the Main Nordic partner institution and the Main partner institution in Russia and the required letter(s) of commitment will not be processed.

What is a letter of commitment?

A letter of commitment is a formal document where a project partner commits to participating in and contributing to the project. It should contain information that is as specific as possible with regard to what resources (funds, work hours, equipment, premises, etc.) the partner will contribute to the project.

Letters of commitment from the Main partner institution in Russia and Russian network partners must include *confirmation about available funding and a detailed budget* for the institution's participation in the project, and should be signed by the Rector of the institution, or equivalent (i.e. Vice-Rector, Director, and Head of board).

Letter(s) of commitment from Nordic network partners should be signed by a person authorised to enter into such commitments on behalf of the partner. This may be a Head of Department, a Dean of the Faculty, a Director (one of a group of senior managers who run an enterprise) or another person authorised to enter into such commitments.

SECTION «B» | Information on the project

B.1 Information on the project

B.1.1 Please provide a short summary of your project (max. 250 words)

In this field, give a brief synopsis of the project. As a minimum, the synopsis should include the primary goals to be achieved in the project, the main activities that will be implemented to reach those goals, which institutions/partners are involved, and a brief description of envisioned results and its anticipated long-term benefits.

The synopsis (or a part of it) may be used by SIU in reports or other publications, and will form part of SIU's project database and be made available on SIU's webpages.

B.1.2 Academic discipline

In this field you are asked to list the academic discipline(s) which are involved in the project. This information will be used by SIU for statistical purposes. You can choose amongst alternatives in a roll-down menu.

B.2 Background information

B.2.1 Please give a brief description of the history of cooperation between the project partners

In this field, applicants are asked to outline how and when the partnership was established and how the project partners were chosen.

B.2.2 Please describe how the project is linked to ongoing research activities and research cooperation between the partner institutions.

Please describe ongoing research (if any) at the participating institutions with direct relevance to the planned educational activities, as well as relevant information on ongoing or previous research collaboration between the partner institutions.

B.2.3 Previous funding

Please describe any relation of the current project and project activities to projects and/or activities currently or previously funded by SIU. Please include project identification numbers.

B.2.4 Concurrent applications

Have the project partners applied for funding for any of the project activities listed in the current application in other programmes with SIU or other funding agencies? If yes, please list programmes.

B.3 Description of the project

B.3.1 Project goals

B.3.1.1 Please state the goals of the project

Each project must define goals that the project aims to achieve. Please keep in mind that the project goals should be relevant to the objectives of the programme, as listed in the Call for applications.

B.3.1.2. Please describe the needs to be addressed by this project

In this field you are asked to describe the needs or demands addressed by this project, and how the partners have sought to determine this demand within the relevant target group(s) for the activities/services included in the project. Depending on the individual project, the target group(s) may be students, academic or administrative staff and/or other people, groups, or organisations who will benefit from the project.

B.3.1.3. Please describe what results are expected to be achieved through successful implementation of the project

In this field the applicants should provide a description of the expected results of the project. The description should be as specific as possible, keeping in mind that they should be logical outcomes of the planned project activities, and should be connected to the project's goals and the programme objectives.

Below you will find examples of results from international collaboration projects, to be used as an inspiration when defining expected results for the project:

- established joint study programmes and joint degrees between partners
- jointly developed courses embedded in study programmes at the institutions
- jointly developed educational tools, methodology, curriculum or services etc.
- joint implementation of educational activities
- internationalisation at home for non-mobile students
- credit transfer for students participating in educational activities at collaborating institutions
- the submission of joint publications and dissemination of results
- formalised knowledge exchange between higher education institutions and enterprises
- number of mobile students between the partner countries within the framework of the Nordic-Russian partnership
- number of students participating in work placements (internships/ vocational practice training) abroad, within the framework of the Nordic-Russian partnership

The expected results defined in the project application will be used by SIU to monitor the progress of the projects.

B.3.2 Work plan

B.3.2.1. Please provide a brief work plan of the project

This field asks for a brief description of the project's work plan (schedule, milestones, etc.)

If activities are closely integrated, you may present the activities as work packages or sub-projects.

Note that a more detailed description of the activities or work packages will be requested in section D of the application form, together with a budget for each activity/work package. If the project is organized in work packages or sub-projects, this should also be reflected in the presentation of activities in section D.

B.3.2.2 Please describe how each of the involved partners will contribute to the project

In this field you are asked to describe what each partner (Main Nordic partner institution, Main partner institution in Russia, and any network partners) will bring to the project (e.g. knowledge, competence,

experience, infrastructure, etc.). Please also describe the division of responsibilities and tasks between the involved partners.

B.4 Assessment of sustainability, risk and cross-cutting issues

B.4.1 Please explain how the proposed project activities and the effects sought achieved through the project will be sustained and financed after the project period

In this field, explain how and to what extent the project activities will be sustained after the project period, and (insofar possible) plans or strategies for securing funding for continued collaboration.

B.4.2 Please describe how the project is linked to strategies and priorities at the involved partner institutions, and how the project will contribute to strengthen long-term collaboration between the institutions

Please explain how the project fits into and relates to the overall strategies and priorities of each partner institution. Further, please address how the project will contribute to strengthening collaboration between the involved institutions in the long term.

B.4.3 Please explain how and to what extent the project will lead to increased mobility of students between the partner institutions.

Projects supported by SIU are expected to lead to increased mobility of students between partner institutions (including mobility in connection with work placements or practical training). Please explain how and to what extent your project will lead to this, not only within the project period, but also in the longer term.

B.4.4. Please describe any risk factors that may impede the successful implementation of the project, and how the effects of such risks may be mitigated

In this field, list potential risks and difficulties which you foresee and which may impede implementation of the project or a part of the project. Examples of risk factors include difficulties in the recruitment of students and staff, time constraints, language and cultural barriers, etc. For each risk factor identified, explain what measures you plan to implement to avoid or mitigate the effects of the risk.

SECTION «C» | Project activities

C.1 Please indicate the type(s) of project activities involved in the project by ticking the boxes below

In this section, you are asked to indicate what type of activities will be involved in the project. For each category ticked off, a separate subsection under SECTION «D» will be included in the application form, containing further questions regarding the particular activities falling into that category.

You can choose one or more of these 3 categories: Project development, Implementation of joint educational activities and Implementation of educationally relevant cooperation with enterprises in the public and private sectors.

SECTION «D» | Project activities and budgetary allocations

In this section, please specify the activities included in the project, and provide an appropriate budget allocation for each activity.

Please note that any allocations related to travel expenses must be detailed in the comment section under each activity, including destination, number of persons travelling, purpose, and duration.

Please refer to the *Budget guidelines* (page 15) for more detailed guidelines for budgetary allocations.

D.1 Project development

This category covers activities related to development and promotion of the project's educational activities. Examples of such development/promotion activities may be:

- International project meetings necessary to coordinate and progress the project throughout the project period
- Joint curriculum development
- Joint development of courses, study programmes and degrees
- Development of new educational materials and methods, including digital content and tools
- Dissemination activities
- Other activities

D.2 Implementation of educational activities

This category covers implementation of the project's joint educational activities. Examples of such joint educational activities may be:

- Student mobility
- Student participation in research activities/projects
- Joint teaching and supervision, incl. guest lecturing
- Joint project assignment for students
- Intensive courses, field courses and summer schools
- Workshops/seminars
- Courses/trainings/study visits for academic and administrative staff
- Other activities

D.3 Implementation of educationally relevant cooperation with enterprises in the public and private sectors

This category covers activities directed towards collaboration with public/private enterprises the Nordic countries and/or Russia. Examples of such collaboration activities may be:

- Implementation of student work placements, internships or trainee arrangements
- Facilitation of student involvement in R&D projects and/or involvement of private or public enterprises in student projects
- Facilitation of student entrepreneurship or innovation projects
- Guest lecturing, workshops and seminars involving lecturers, supervisors or advisors from the public or private sector
- Other activities

SECTION «E» | Budget

Each activity in the project must be included and budgeted for in the correct section of the application (Project development, Implementation of education activities, or Collaboration with public/private enterprises, cf. Section “D”). All travel and mobility funding must be clearly linked to educationally relevant activities. The budget (budget columns “Budget 2016” and “Budget 2017”) in the application shall only include Nordic funds applied for through SIU.

Own contribution from Nordic and Russian project partners

Nordic partners are expected to provide at least 30 percent of the project’s total Nordic funding as own contribution (in kind or cash). An estimate of “Own contribution” from Nordic partners may be included in the correct section of the application (Project development, Implementation of education activities, or Collaboration with public/private enterprises, cf. Section “D”). In addition, you may include an estimate of “Own contribution” in relation to “Salary and indirect costs” in Section “E”.

The budget for the Russian partners’ estimated contribution to the project should be provided in their letters of commitment.

Budget guidelines:

Project budgets will be assessed on basis of its cost-effectiveness and whether they are reasonable. Please explain the budgeted amounts as necessary under the Comment field.

Travel for Nordic faculty and administrative/technical staff:

- Travel for Nordic faculty and administrative/technical staff related to the project may be covered in full.
- Only reasonable travel costs and expenses may be covered. Travel costs and expenses may be calculated on the basis of official travel regulations in each of the participating countries.
- Whenever available and applicable, the projects are encouraged to make moderately priced travel arrangements.

Board, accommodation and local travel costs for Russian students, faculty and administrative/technical staff participating in project activities in the Nordic countries:

- Board, accommodation, and local travel costs for Russian students at all levels, faculty and administrative/technical staff participating in project activities in the Nordic countries may be covered in full, given that the Russian partner(s) cover such costs for Nordic students, faculty and administrative/technical staff participating in project activities in Russia.
- Only reasonable expenses for board, accommodation and local travel may be covered.

Short-term student mobility between the Nordic countries and to Russia, for a period of less than 4 weeks:

- Projects may cover in full expenses related to short-term mobility between the Nordic countries and to Russia for students at Nordic institutions. Short-term student mobility is defined as

mobility for less than 4 weeks, in connection with for example intensive courses, field courses, workshops, research visits and internships.

Long-term student mobility between the Nordic countries and to Russia, for a period exceeding 4 weeks:

- Projects may include travel grants to students at Nordic institutions participating in long-term student mobility exceeding 4 weeks.
- Student travel grants are limited up to EUR 1000 per student.
- The rate applies to all education levels, Bachelor, Master, and PhD.

Infrastructure

- Limited costs for infrastructure, scientific equipment, literature and software necessary to carry out the project activities may be included in the project budget. Such costs must be clearly justified.

Project related Nordic salary costs

- The aggregate cost of salaries, remuneration of consultants, honorariums and indirect costs involved in a project may not exceed 20 per cent of the total budget applied for to SIU.
- The amount may be shared among the Nordic project partners, based on agreement between the partners.
- Please specify how these costs have been calculated and how many months of work will be carried out by whom on basis of the costs budgeted.
- All such costs must be included under the budget item “Salary and indirect costs”, not as part of the individual activities.

Comments to the budget

If you have further comments to the overall budget, you may also include them here. Please note that comments specifying the individual budget items are to be provided in the mini-budgets for each activity.

«CONFIRMATION»

In this section, applicants are required to confirm that letter(s) of commitment from relevant project partners have been attached, that the information provided in the application is in all respects correct, and that the application is approved at the appropriate administrative and academic levels at the Main Nordic partner institution.

«SUBMISSION»

In this section, applicants can submit the application.

If any of the required fields in previous sections have not been filled in, you will have to go back to the relevant section and complete such fields before you can submit your application.



If you need to make changes to the application after submission, you may do so up to the final deadline. Please request that SIU reopens the application by sending an e-mail to herdis.kolle@siu.no or susan.johnsen@siu.no. Please allow sufficient time for SIU to respond to this request. SIU cannot guarantee that requests made on the day of the submission deadline will be responded to with sufficient time to make the changes and resubmit.

When you have completed your application and are ready to submit, please press the «Submit» button to deliver your application to SIU.