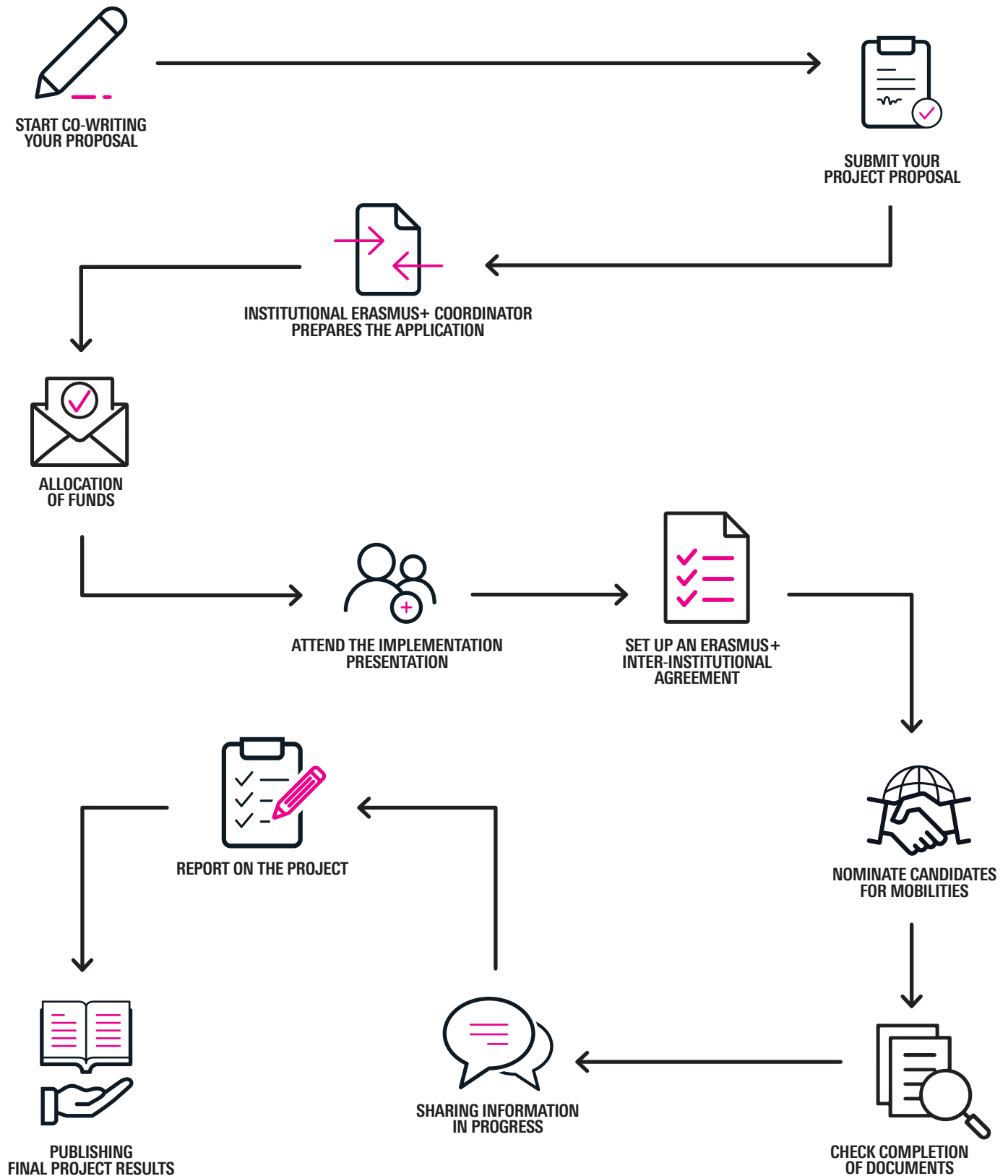


SUBMIT AN ERASMUS+ KA171 PROJECT PROPOSAL AT UNIVERSITY OF TWENTE



FOR MORE INFORMATION PER STEP, SEE THE NEXT PAGE

UNIVERSITY OF TWENTE.

SUBMIT AN ERASMUS+ KA171 PROJECT PROPOSAL AT UNIVERSITY OF TWENTE



START CO-WRITING YOUR PROPOSAL

Start co-writing your proposal with your partner institution at least 3 months prior to the UT deadline for submissions (15 January).



SUBMIT YOUR PROJECT PROPOSAL

Submit your project proposal to the Institutional Erasmus+ Coordinator (IEC) by 15 January.



INSTITUTIONAL ERASMUS+ COORDINATOR PREPARES THE APPLICATION

The IEC combines all UT-wide proposals into a single application. The application is submitted to the Dutch Erasmus+ National Agency.



ALLOCATION OF FUNDS

The IEC will notify you on the provisional allocation of funds for your KA171 project after assessment by the Dutch Erasmus+ National Agency. Formal allocation can be expected 4 to 6 months after submission of the application.



ATTEND THE IMPLEMENTATION PRESENTATION

Your KA171 project can start after the provisional allocation of funds. Prepare for the start of your project by attending the project implementation presentation.



SET UP AN ERASMUS+ INTER-INSTITUTIONAL AGREEMENT

Set up an Erasmus+ KA171 Inter-Institutional Agreement with your partner institution's. Contact the [Exchange Agreement Administrator](#) to get started.



NOMINATE CANDIDATES FOR MOBILITIES

When the Inter-Institutional Agreement is in place, you and your partner institution can nominate candidates for individual mobilities. Inform the IEC about the nominations in your KA171 project.



CHECK COMPLETION OF DOCUMENTS

Ensure that nominated mobility candidates complete all required Erasmus+ [documents](#) before the start of the mobility in order to receive the grant.



SHARING INFORMATION ON PROGRESS BODY

During your project you are required to periodically report on the actions performed in your project: i.e. publications, workshop reports, interviews, results and generated impact. You share project actions on your KA171 project page via the IEC. You are required to use the Erasmus+ logo in publications resulting from your project.



REPORT ON THE PROJECT

You are required to report at the end of your project. The final report is submitted by the IEC and data is shared with the European Commission.



PUBLISHING FINAL PROJECT RESULTS

At the end of your project you are required to report to the European Commission. The format and deadline for reporting is shared with you by the IEC in due time. The final report is submitted by the IEC.

For further information, visit Erasmus+ International Credit Mobility.

CONTACT

Miranda Böhnke

Institutional Erasmus+ Coordinator

m.bonhke@utwente.nl