

**GRANT AGREEMENT NUMBER - «M_0NUMDEM»
EM ACTION 3
PROMOTION OF EUROPEAN HIGHER EDUCATION**

ANNEX I

"Description of the action"

Separate documents with:

- 1° the Application form submitted by the Applicant
- 2° the Legal Entity and the Bank Account forms

APPLICATION FORM

LEGAL ENTITY and BANK ACCOUNT FORMS

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ANNEX II

"Estimated overall budget of the action"

OVERVIEW OF EXPENDITURE

Type of costs	Total eligible budget (€)
1. Staff costs	
1.1. Category 1	«M_5AMNTE»
1.2. Category 2	«M_5BMNTE»
1.3. Category 3	«M_5CMNTE»
1.4. Category 4	«M_5DMNTE»
Total:	«M_5MNTE»
2. Travel and subsistence	«M_2MNTE»
3. Equipment and materials	«M_3MNTE»
4. Subcontracting, consultancy and other external services	«M_6MNTE»
5. Conferences and seminars	
5.1. Organisation costs	«M_4AMNTE»
5.2. Travel and subsistence of participants and speakers	«M_4BMNTE»
5.3. Interpreters	«M_4CMNTE»
5.4. Speakers fees	«M_4DMNTE»
Total:	«M_4MNTE»
6. Other direct costs	«M_1AMNTE»
7. General costs	«M_1BMNTE»
TOTAL	«MNTE»

OVERVIEW OF INCOME

Sources	Total eligible budget (€)
1. Grant awarded from the Erasmus Mundus programme	«SUBPROP»
2. Contribution from the regular budget of the institutions Involved in the project	«R1BMNTE»
3. Support from public (national, regional etc.) sources , provided specifically for this project	«R1CMNTE»
4. Support from the private sector or foundations, provided specifically for this project	«R1DMNTE»
5. Other sources (please specify)	«R1EMNTE»
TOTAL	«RMNTE»

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ANNEX III

Mandates conferring powers of attorney from the co-beneficiaries to the co-ordinator

Model of mandate

List of the co-beneficiaries

**MANDATES CONFERRING POWERS OF ATTORNEY FROM THE
CO-BENEFICIARIES TO THE CO-ORDINATOR**

MODEL OF MANDATE

MANDATE

Full official name and acronym:

Official legal form:
Official registration No:
VAT number:

Official address in full:

(“the Co-beneficiary”), represented for the purposes of signature of this mandate by ¹

of the one part,

and

Full official name and acronym:

Official legal form:
Official registration No:
VAT number:

Official address in full:

(“the Co-ordinator”), represented for the purposes of signature of this mandate by ²

of the other part,

HAVE AGREED

For the purposes of the implementation of the project "..."³ under the Grant Agreement N° ⁴ between the Education, Audiovisual and Culture Executive Agency and the Co-ordinator,

¹ Please write down the name, forename & function

² Please write down the name, forename & function

³ Please write down the title of the project

⁴ Please write down the reference number of the Grant Agreement

the following:

1. The Co-beneficiary grants power of attorney to the Co-ordinator, to act in his name and for his account in signing the above-mentioned Grant Agreement and its possible subsequent riders with the Education, Audiovisual and Culture Executive Agency. Accordingly, the Co-beneficiary hereby mandates the Co-ordinator to take full legal responsibility for the implementation of such an Agreement.
2. The Co-beneficiary hereby confirms that he has taken careful note of and accepts all the provisions of the above Grant Agreement with the Education, Audiovisual and Culture Executive Agency, in particular all provisions affecting the Co-beneficiary and the Co-ordinator. In particular, he acknowledges that, by virtue of this mandate, the Co-ordinator alone is entitled to receive funds from the European Commission and distribute the amounts corresponding to the Co-beneficiary's participation in the action.
3. The Co-beneficiary hereby agrees to do everything in his power to help the Co-ordinator fulfil the Co-ordinator's obligations under the above Agreement. In particular, the Co-beneficiary hereby agrees to provide to the Co-ordinator whatever documents or information may be required, as soon as possible after receiving the request from the Co-ordinator.
4. The provisions of the above Agreement, including this mandate, shall take precedence over any other agreement between the Co-beneficiary and the Co-ordinator which may have an effect on the implementation of the above Grant Agreement between the Co-ordinator and the Education, Audiovisual and Culture Executive Agency.
5. A copy of this mandate shall be annexed to the above Grant Agreement and shall form an integral part of it.

SIGNATURES

For the Co-beneficiary,
the legal representative person
of the partner organisation

Name, Forename:

Function:

Signature

Done at , on / /

For the Co-ordinator,
the legal representative person
of the lead organisation

Name, Forename:

Function:

Signature

Done at , on / /

In triplicate in English

LIST OF THE CO-BENEFICIARIES

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ANNEX IV

Progress technical implementation report and financial statements forms

The forms to be used for the submission of the progress technical implementation report and financial statement (see Article I.6 of the agreement) will be available at:

http://eacea.ec.europa.eu/erasmus_mundus/beneficiaries/beneficiaries_action_3_en.php

They will also be provided, in electronic format, directly to the co-ordinator.

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ANNEX V

Final technical implementation report and financial statements forms

The forms to be used for the submission of the final technical implementation report and financial statement (see Article I.6 of the agreement) will be available at:

http://eacea.ec.europa.eu/erasmus_mundus/beneficiaries/beneficiaries_action_3_en.php

They will also be provided, in electronic format, directly to the co-ordinator.

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ANNEX VI

Administrative and financial handbook