



Project Handbook

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Purpose and key aspects

Guidance on contractual project management

Key aspects of the workshop

Composition of the grant

Management of the EMJMD scholarships

Composition of the grant **A: Management lump sum**

- ✓ Contribution to the consortium management costs
 - Preparatory year (optional) and three student intakes
- ✓ Remuneration of guest lecturers / invited scholars
 - At least 4 scholars per student intake for a minimum of 8 weeks in total
 - "scholar week" = 4-7 consecutive calendar days (traveling time included)
 - it is not possible to consider 8 consecutive days as 2 weeks!
 - reduction of 1.950 EUR / scholar week not carried out!

EMJMD student scholarships grants


	Students from Partner Countries	Students from Programme Countries
Contribution to participation costs	up to <u>9.000 € per year</u>	up to <u>4.500 € per year</u>
Contribution to travel costs*	<u>2.000 € per year</u> if residence is less than 4.000 km from EMJMD coordinator <u>3.000 € per year</u> if residence is 4.000 km or more from EMJMD coordinator	<u>1.000 € per year</u>
Contribution to installation costs*	<u>1.000 €</u>	-
Living allowance (max 24 months)	<u>1.000 € per month</u> (<u>not</u> when in country of residence, and max 3 months in any Partner Country)	<u>1.000 € per month</u> (<u>not</u> when in country of residence)



* Scholarship amounts for travel/installation depend on the place of residence by the deadline of the student scholarship application

Composition of the grant **B: Student scholarships**

✓ Contribution to student participation costs

- Based on nationality  **ATTENTION:** 12-month rule exception (residence)
- Amount charged should match: the budget (Annex III), EMJMD website, EMT

✓ Contribution to student travel/installation costs

- Residence criterion
- Distance band calculation

✓ Contribution to subsistence costs

-  ☐ Ineligible when in the country of residence
- ☐ Maximum 3 months for Partner Country students (nationality) when mobility in any Partner Country

Management of the EMJMD scholarships (1)

✓ Minimum requirements for mandatory mobility trajectories

- two HEIs in Programme Countries

- two complete mobility periods

- 2 * 1 semester or the equivalent of 2 * 30 ECTS => 60 ECTS

- additional study periods in Programme/Partner Countries

- internships, placements, thesis, etc.



physical mobility (NO virtual)

Management of the EMJMD scholarships (2)

- ✓ Programme/Partner Country students share (Heading 1)
 - minimum 75% Partner Country students over the 3 intakes
 - deduction mechanisms in case of non-conformity
- ✓ Geographical balance criterion per intake
 - 3 students with the same nationality per scholarship category
 - not of application for students awarded scholarships for targeted regions (Heading 4/EDF)
- ✓ Encoding of mobility trajectories in EACEA Mobility Tool (EMT)

Management of the EMJMD scholarships (3)

✓ Payment modalities for scholarships

- General provisions
- Contribution to participation & travel costs:
 - 90/120 ECTS: full amount for year 1 upon arrival at first host HEI
full amount for year 2 with the start of the 2nd academic year (3rd semester)
- Contribution to installation costs:
 - students resident in a Partner Country only: full payment upon arrival at first host HEI
- Contribution to subsistence costs:
 - paid in full on monthly basis (max 18/24 instalments)

Management of the EMJMD scholarships (4)

Accumulation of unspent scholarship amounts

- ❑ Unspent amounts of maximum scholarship contributions (travel, subsistence)
- ❑ Unspent scholarship amounts following drop-outs (participation costs, travel, subsistence)
- Accumulated in order to finance (a) FULL scholarship(s) in one of the next intakes

Management of the EMJMD scholarships (5)

Shifting of Partner Country scholarships between specific geographical windows (Heading 4) is not possible!



Exception:

- Withdrawal
- Cancellation
- No show
- ❖ Reallocation possible:
 - same intake
 - under the same funding instrument
 - to an eligible candidate from a country belonging to any geographical window (reserve list/self-funded)
- ❖ Reallocation only accepted:
 - if no eligible candidates for the same geographical window

The "snake" quiz

EMJMD 2 years

Coordinating HEI: Germany

3 mobility tracks: Germany (1 semester), China (1 semester), Iceland (2 semesters)

Case 1

A German student resident in United States at the time of application

Case 3

A student from Reykjavik (IS) resident in Lille (FR) at the moment of application

Case 2

A Chinese student resident in Frankfurt (DE) for the last 13 months before applying

Case 4

A Mexican student, spent 11 months in Programme Country over the last 5 years before applying and resident in Rome when applying



Thank you for your attention!

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