Welcome to Asia-projects webinar 5.11.2021

Please keep your camera and microphone muted unless you are speaking.

Questions and comments can be posted in the chat or you can ask for the floor by “raising your hand” or by commenting in the chat.

The presentations will be recorded and published after the meeting on our web page.
Webinar agenda

Welcome

Upcoming reportings
  2019 projects
  2020 projects

New guidelines

Questions & answers
What guides the administration in EDUFI’s Asia Programme:

- Call for applications
- Project plan of each funded project
- Guidelines for Asia projects
- State grant instructions = valtionavustusohje

→ https://www.oph.fi/fi/ohjelmat/aasia-ohjelma
Upcoming reportings
Reporting for 2019 projects

Granted funding can be used until **31.12.2022**
Final reporting deadline **11.1.2023**

1) **Financial and statistical report** toteutuneet kulut & liikkuvuus Suomen ja Aasian partnerimaan kanssa
2) **Extracts of the accounts**, kirjanpidon ote
3) **Qualitative report**, raportti hankkeen tuloksista
4) **Summary for publication**, tiivistelmä hankkeen tavoitteista ja tuloksista
Reporting for 2020 projects

Granted funding can be used until **31.12.2022**

Interim reporting deadline **14.1.2022**

Final reporting deadline **13.1.2023**

- The Interim report will consist of a short narrative report (to be filled in Valtionavustus-järjestelmä) and financial and statistical report (template to be attached in VA-järjestelmä).

- The Final report will consist of a narrative report, financial and statistical report, summary for publication and Extracts of the Accounts. All via EDUFI’s online reporting system “Valtionavustusjärjestelmä”.
New guidelines for Asia projects and a possibility for more flexible use of funding
Two categories of eligible costs

1. Travel costs, at least 50% of the project funding.
   • Travel tickets, accommodation, travel agency costs, visas, insurance and potential per diem allowances.
   • Must be justified and cost-efficient.

2. Organisational and other costs, up to 50% of the project funding.
   • Online realisation of course and teaching content, teaching-related course material, organisation of events, purchase of services and renting of equipment.
   • Can also include wages and salaries, but they can only account for up to 20% of the total project funding granted.
Travel-related costs

50-100% of the grant must be related to costs resulting from travelling and/or exchanges between Finland and Asia

• Eligible as travel costs are costs related to the travel such as trips, accommodation, travel agency costs, visas, insurance and possible subsistence allowances (=päivärahat).

• Wages or salaries for the duration of the mobility are not eligible as travel costs.

• Costs regarding cancellations due to COVID-19 can be reported as travel cost, please see separate guidelines for this at EDUFI’s webpage for Asia Programme.

• Any other costs related to the project need to be covered by self-financing of the project partners.
Organisational and other costs

• 0-50% of the project funding can be used to other that travel-related costs.

• These costs must consist of expenses directly associated with the realisation of the core activities of the project.

• Organisational costs can occur i.e., from course and teaching materials for students, online realisation of course and teaching content or the organisation of events.

• Valid organisational costs can include purchase of services and the renting of equipment, for example. Note; never for buying equipment
Salaries as part of organisational costs

- Salaries can be included organizational and other costs, but they can only account for up to 20% of the total project funding granted.
- Salaries must not be subject to indirect administrative costs.
- **Salary costs must be based on the effective working time associated with the implementation of the project**
Costs by the partner HEIs in the project

The use of EDUFI-grant or the contribution to self-financing of partners in the project does not necessarily need to show in the internal bookkeeping of the contracting HEI. Other ways to demonstrate the self-financing or costs of the partners:

- **Option 1 for Finnish partners:** advisable to add a separate extract of account of the partnering HEI(s) to the interim/final report to demonstrate the partners’ financial costs to the project

- **Option 2 for Finnish partners:** invoices (for example rental costs of seminar premises or travel costs) to demonstrate the partners’ financial contribution or use of Asia-grant in the project

- **Foreign partners:** invoices of the realized costs in partner countries need to be attached to the final report
Special Needs Grant in EDUFI’s programmes

Students or staff with a disability may be eligible for additional financial support to help them take part in international programmes. This support is additional to the actual grant for HEIs or students.

Special needs grants are intended to enable international exchanges in circumstances when a special need causes additional costs that are not covered by other sources. Special need can be for example an injury, impairment, physical or psychological illness or learning difficulty.

The grant can be awarded to accessible accommodation, assisted mobility or such study-related special arrangements as learning materials by a separate application by the individual involved.

More information and application forms at: https://www.oph.fi/en/programmes/special-needs-grant-higher-education-exchange-programmes
Thank you, and time for Your questions :)