***CASEE Fund for Incentives application form (3 page max)***

**Project Title:**

**Coordinator** (name, university, position in CASEE university):

**Partners:**

**Already existing cooperation of the applicants** (if applicable):

**Motivation of the project applicants to implement the project:**

**Project goals:**

**Brief description of project content** (description of implemented activities):

**Envisaged outcomes, results and impacts:**

**Project timeline** (add lines if needed):

|  |  |
| --- | --- |
| **Activity** | **Date** |
|  |  |
|  |  |
|  |  |

**Project budget** (add lines if needed):

Budget Summary Table:

|  |  |  |  |
| --- | --- | --- | --- |
| Item | Amount (€) requested from CASEE | Amount provided by the members of the team | Comment |
|  |  |  |  |
|  |  |  |  |

**Brief explanation / justification of budget:**

Date of submission:

Signature(s):

Enclosed: A letter of intent by all CASEE members participating.

***Report on the project \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (please fill in the name of the project) funded by the CASEE Fund for Incentives (to be submitted to CASEE secretariat by February 27, 2021)***

The report should not exceed 2 pages + overview on the budget (3 pages max

**Coordinator** (name of the university and name of the coordinating person):

**Partners** (name of the university and names of participating persons) :

**Goals of the project**:

**Activities implemented under the project**:

**Outcomes, results and impacts of the project and the source of their verification**

**Reflection on how the project contributed to CASEE visibility** (reflection on what are the benefits of the project for CASEE)

**Comment on the expenditures** (what was financed form CASEE grant under Fund for Incentives):

**Signature**

**Budget**

Receipts (copies) €

Expenditures

1st partner university €

2nd partner university €

3rd partner university €

4th partner university €

5th partner university €

6th partner university €

Total expenditures €

Planned expenditures (fr ongoing projects) €

Expected surplus €