

Useful Information for Tempus Project Teams

General Information

Detailed information about Tempus project implementation rules (contractual documents, report templates, FAQs, etc.) is provided on the EACEA website:

http://eacea.ec.europa.eu/tempus/beneficiaries/beneficiaries_tempus4_en.php.

Please consider referring to the information, reflecting year of project submission – rules and regulations for Tempus IV projects, submitted in different years (2008 – 2013), may vary.

Monitoring

National Tempus Office (from now National Erasmus+ Office) is regularly monitoring ongoing Tempus IV projects. Project coordinator and local teams will be informed in advance on upcoming monitoring visit.

Project Registration

Public Higher Education Institutions in Georgia are obliged to register Tempus projects at the Revenue Service of the Ministry of Finances. Registration is precondition for tax credits (VAT exemption, customs and import duties, etc.).

Information on registered projects is provided on the website of the Revenue Service:

<http://rs.ge/5440>.

Visibility of Projects and Logo

Beneficiaries are requested to give adequate visibility to their projects and notably that they are implemented in the framework of Tempus. Any event or activity should clearly specify that it is funded by Tempus. Any publication should mention the following sentence: "This project has been funded with support from the European Commission. This publication reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein."

The use of the Tempus logo is compulsory.

Logo could be downloaded from this website:

http://eacea.ec.europa.eu/about/eacea_logos_en.php.

Visa

Delegation of the European Union to Georgia has developed and circulated a support letter for Tempus project team members for obtaining multi-entry long-term visas for Schengen States. National Erasmus+ Office will also support your visa applications. Please consider, that invitation letters, sent by European partners, shall mention necessity of several trips to European countries, otherwise you will not be able to justify the request for multi-entry long-term visa.