

ANNEX IV

Intermediate Report on implementation of the project (IR), Statement of the costs incurred and Request for Payment

T E M P U S I V **(Fifth Call for proposals EACEA No. 25/2011)** **Joint Project / Structural Measure**

530360-TEMPUS-1-2012-1-GE-TEMPUS-JPCR

(Agreement N. 2012 – 3652 / 001 - 001)

<u>INTERMEDIATE REPORT</u>	<u>DEADLINE</u>
<ul style="list-style-type: none">• Report on implementation of the project• Statement of the costs incurred and Request for Payment	When 70% of the 1 st pre-financing has been disbursed but <u>not later than</u> : - 15 October 2013 for 2 year projects - 15 April 2014 for 3 year projects

Structure of the Report

Annex IV/2	Declaration
Annex IV/3-5	Report on implementation of the project
Annex IV/6-8	Statistics and Indicators
Annex IV/9	Example showing how to fill in the tables of achieved/planned outcomes
Annex IV/10	Table of achieved/planned results
Annex IV/11	Summary Report for publication
Annex IV/12	Statement of the costs incurred and Request for Payment
Annex IV/13	Acknowledgement of receipt
Annex IV/14	Check-list

One original (with original signatures) and one copy are to be sent by the deadline by registered mail (date as per postmark) to:

Klaus Haupt
Head of Unit
Education, Audiovisual & Culture Executive Agency
EACEA P10 / Tempus
BOUR 02/17
Avenue du Bourget, 1
B-1140 Brussels - Belgium

Please also send the electronic version to eacea-tempus-project-management@ec.europa.eu when submitting the paper version of the report.

DECLARATION

This declaration should be completed and signed by the following people:

1. the contact person at the co-ordinator (institution);
2. the person who is legally authorised to represent the co-ordinator (institution).

We, the undersigned, certify that we have submitted all the required documentation, including the documents mentioned in the checklist.

Furthermore, we certify that the information given in this Intermediate report is correct to the best of our knowledge and complies with the requirements of the provisions of Articles 1.5 and II.15 of the Grant Agreement.

We are aware that amendments to these documents will not be accepted after the date of submission.

Name of the co-ordinator (institution): IVANE JAVAKHISHVILI TBILSI STATE UNIVERSITY

Name of the contact person : DAREJAN
TVALTVADZE

Position: DEAN OF THE FACULTY OF
HUMANITIES

Place: TBILISI, GEORGIA

Date: 30.05.2014

Signature:

Stamp of the co-ordinator (institution):

Name of the legal representative: MARINE
CHITASHVILI

Position: ACTING RECTOR

Place: TBILISI, GEORGIA

Date: 30.05.2014

Signature:

