



Sequential number: \_\_\_\_\_

(to be completed by the Internationalization Unit)

**To be submitted no later than three months after the end of the project to:**

**International Relations Division**

**[intfonds@uni-saarland.de](mailto:intfonds@uni-saarland.de)**

**Final financial report of a project funded by the  
Saarland University Internationalization Fund**

**1) General information:**

Applicant details:

Form of address, title, first name, surname: \_\_\_\_\_

Institution/Unit/Faculty/Department: \_\_\_\_\_

Tel.: \_\_\_\_\_

Email: \_\_\_\_\_

Title or short name of project: \_\_\_\_\_

Start of measure: \_\_\_\_\_ End  
of measure: \_\_\_\_\_

Funding category: 1 ☐ 2 ☐ 3 ☐

Cooperation partners, if applicable: \_\_\_\_\_



## 2) Financial report:

**Expenditure** for the whole project **from funds of the Saarland University Internationalization Fund** (where possible, please attach copies of invoices/receipts. Please note that the following additional documents may need to be submitted:

- Final programme for events
- Contract of employment if funding has been approved for personnel costs):

<b>Approved funding from the Internationalization Fund:</b>	
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<b>Expenditure on</b>	<b>Amount (€)</b>
<b>Total expenditure from funds provided by the Internationalization Fund</b> (please break down below into project and personnel costs for the duration of the project)	
<b>Year 20__</b>	<b>Project costs:</b>
	<b>Personnel costs:</b>
<b>Year 20__</b>	<b>Project costs:</b>
	<b>Personnel costs:</b>
<b>Year 20__</b>	<b>Project costs:</b>
	<b>Personnel costs:</b>
<b>Residual funds, if any (only related to funds provided by the Internationalization Fund)</b>	
<b>Total expenditure (project and personnel costs)</b>	



### 3) Report

Write a brief summary of your project (max. 1,000 characters including spaces). You may wish to include what the goals of your project were, whether there are plans to continue the project, and what medium- or long-term impact you expect it to have on the university's internationalization goals.

☐ I hereby give my consent that the above text may be published in whole or in abridged form in Saarland University's Internationalization Newsletter or in other internal university communications.

Please note that all publications produced in association with the funded project (e.g. posters, leaflets, websites) should include the words 'funded by the Saarland University Internationalization Fund' together with the Saarland University logo.

### 4) Signature:

Saarbrücken, Date: \_\_\_\_\_

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Project Manager