

## **Instuction for Reimbursement**

### **on Project Cost Calculation in Slovak – French Bilateral Cooperation**

The instruction sets following rules in accordance with the Executive protocol on the Agreement between the Government of the Slovak Republic and the Government of the Republic of France on Cooperation in Science and Technology from March 21, 1995 in Paris.

#### **FRENCH PARTY REFUNDS:**

##### **For French investigators:**

- Travel expenses for travels to Slovakia
- Health insurance during their stay in Slovakia

##### **For Slovak investigators:**

- Stay expenses in the form of per diem allowances in accordance with existing directives in France
- Accomodation expenses during the stay in France.

**SLOVAK PARTY REFUNDS** (maximum of 2 650 €/project year; and 5 300 € for project duration):

(Eligible costs provided by Slovak Research and Development Agency in the terms of bilateral cooperation must be in compliance with the Slovak Act No.283/2002 Coll. on Reimbursement of Travel Expenses)

##### **For French investigators:**

- Stay expenses and accomodation during the stay in Slovakia
  - per diem allowances (maximum of 32,06 €/day)
  - accomodation expenses (maximum of 67 €/day)
  - travel expenses in Slovakia during the stay

##### **For Slovak investigators:**

- travel expenses for travels to France (the use of any means of transport is refunded up to maximum of an economy class air ticket price, taxi fares shall only be refunded in extraordinary and relevant cases)
- health insurance during their stay in France
- for the Slovakian researches accompanying the French investigators in Slovakia the Agency refunds:
  - per diem allowances
  - accomodation expenses maximum of 67 €/day
  - travel expenses in Slovakia
- by participation in conferences, workshops and other similar activities in Slovakia relevant to the project and approved by the Agency:
  - per diem allowances
  - accomodation expenses maximum of 67 €/day
  - travel expenses in Slovakia
  - conference fees **are not eligible for reinbursement** by the Agency

#### **Important:**

Institutional Statutory is obliged to:

- **ask** the Agency in writing for the approval of the mobility/transport activities changes
- **inform** in writing about any changes/substitution in the team. (Slovak and French as well).