**Academic Collaboration in the Baltic Sea Region**

**Partner Enclosure Template 2021**

***Academic Collaboration in the Baltic Sea Region is a Swedish Institute (SI) funding programme to support Swedish universities within higher education and research in their collaboration with universities in the Baltic Sea Region, Russia and the EU Eastern Partnership.***

**BACKGROUND**

This document contains a template for the partner enclosure to be used along with applications for project funding in calls within *Academic Collaboration in the Baltic Sea Region* as provided by SI.

The partner enclosure confirms support from your organisation/university to the project application. It also offers a possibility to develop your expectations with the project, and what your contribution will be.

**INSTRUCTIONS**

The form provided in the document (see next page) should be completed, signed and sent to the project leader at the main applicant to SI. Combined in *one* single PDF document, all partner enclosures are then attached to the application that is uploaded via the online SI application portal.

A partner enclosure may also be sent directly to SI by e-mail (si@si.se), after the application for project funding has been completed. The SI reference number of the project should be included in the e-mail headline. Late partner enclosures must be received by SI at the latest by 7 October 2021.

The partner enclosure:

* Must be signed and scanned (to PDF format)
* Cannot exceed 2 pages in total (but do NOT include this instructions page)
* Only represents one (1) organisation/university per enclosure
* Should be used for both seed and collaborative projects

*If a new partner is entering an ongoing project, this template can be retrieved from SI upon request in order to prepare a partner enclosure to be sent to SI for confirmation.*

**6. PARTNER ENCLOSURE**

**ACADEMIC COLLABORATION IN THE BSR 2021**

|  |  |
| --- | --- |
| SECTION A – DETAILS OF PARTNER UNIVERSITY/ORGN | |
| Name of university/organisation |  |
| Contact person, Name |  |
| Contact person, Title |  |
| Contact person, Department/unit/section/office |  |
| Contact person, E-mail |  |

|  |  |
| --- | --- |
| SECTION B – NAME OF PROJECT TO SUPPORT | |
| Name of project (same as in application to SI) |  |

|  |
| --- |
| SECTION C – SITUATION AND STATUS OF CURRENT WORK WITH INTERNATIONALIZATION |
| Brifely summarize the current situation in regard to internationalization at your university/organisation (e.g. strategic partnerships, agreements, research cooperation, mobility figures/patterns, structures and resources). |
|  |
| *Link to current/existing internationalization strategy at your university/organisation, if such or corresponding document is available online (in English or Swedish language only).* |
|  |

|  |
| --- |
| SECTION D – ROLE AND CONTRIBUTION |
| Describe your organization’s main expectations with this project. |
|  |
| Given the expectations (above) and the status of your internationalization work (section C), what would be your main role in this project, and what would be your contribution? |
|  |

|  |  |
| --- | --- |
| SECTION E – AUTHORIZED SIGNATORY (cannot be the same as appointed contact person) | |
| Place and date |  |
| University/organisation |  |
| Full name |  |
| Position/title |  |
| Signature |  |