



## PROJECT CERTIFICATE FOR EXTERNALLY FUNDED PROJECTS

---

*This form certifies the division of responsibilities between the dean of faculty and the project leader regarding the administrative support of the project mentioned below. By signing this form, the undersigned certify:*

- *The approval for submission of the application for external financing from the authorized representative in accordance with the Vice-chancellors's decision and organizational ordinance;*
  - *the fulfilment of applicable contractual obligations and provisions will be followed; and,*
  - *the allocation of said commitments and responsibilities*
- 

Project Title/Acronym:

UBs Reg-nr for the proposal:

Funding body:

Call:

Project Coordinator:

(If UB not is the main applicant)

UB Project leader:

Duration:

Requested funding:

(The total grant applied for from the financier if UB is the coordinator for the project.)

Requested funding for UB:

(The grant applied for from the funder for UB's part in the project.)

UB Full-cost-calculation:

(The total actual cost for implementation of UB's part in the project according to the full-cost-calculation.)

UB Co-funding:

(The amount of actual costs for UB not covered by the applied grant amount for HB for which co-funding is required.)

---

The Dean of Faculty of \_\_\_\_\_ [A1/A2/A3] ('the **Dean**') and \_\_\_\_\_ as Project leader at the University of Borås ('the **Project leader**') declare the intention of the University of Borås (UB) to participate in the research project described above according to the following conditions:

1. **The Dean**, in his capacity of project owner, approves the participation of the Faculty in the above research project if the proposal is awarded funding, and certifies that all conditions and internal routines for its participation have been considered.
  - a. The **Project leader** is responsible for that the project is managed and administrated in accordance with the internal routines Administrative procedure for externally funded projects (reg.nr 439-20) and Administrative routine for projects funded within the EU Framework Programme for Research and Innovation (reg.nr 751-20).
2. The **Dean** is informed of the project budget, financial terms, and Faculty's required co-funding. The **Project leader** together with the finance officer have prepared a project budget and a full-cost calculation.

3. The **Project leader** is responsible for overseeing the proper management of the funds made available according to the project description of work, the grant agreement and, if applicable, consortium agreement.
4. The **Dean** is aware of the risk of non-compliance in the event that the Faculty does not comply with the rules for participation (e.g. having to repay the funds).
5. The **Project leader** must ensure that all participating researchers sign the ‘Researcher’s Certificate’ before starting the project (This is only applicable for collaborative research projects). Any newcomer researchers must sign it upon their entry into the project.
6. The **Project leader** is, if awarded funding, responsible to inform:
  - a. the Finance officer at the Faculty (applies to all proposals).
  - b. Grants and Innovation Office (applies to proposals to the EU Framework Programme for Research and Innovation).
7. The **Project leader** is responsible for registration and archiving of the project documents according to the university’s Information Management Plan and the project’s Data Management Plan (if any).
8. The **Dean/Vice-Chancellor**, by signing this certificate, authorizes:
  - a. the participation by University of Borås (UB) in the research project described above according to the conditions as stated in this certificate;
  - b. LSIGN to carry out electronic signing in the EU research portal in accordance with this Project certificate (reg.nr 932-19) (applies to proposals to the EU Framework Programme for Research and Innovation);
  - c. required management and administration of a proposal in a web based research portal in accordance with this Project certificate if needed (i.e. task assignments in Prisma).

Borås, \_\_\_\_\_

Borås, \_\_\_\_\_

\_\_\_\_\_  
PROJECT LEADER

\_\_\_\_\_  
DEAN OF FACULTY

Borås, \_\_\_\_\_

\_\_\_\_\_  
VICE-CHANCELLOR<sup>1</sup>

<sup>1</sup> The Project Certificate should be signed in accordance with the Vice-Chancellor’s Organizational and Procedural Rules in any of the following cases:

- a) When the grant amount applied for exceeds the delegated limit-amounts granted to the Deans; or
- b) The University of Borås is the main applicant, and the total grant applied for exceeds the Dean’s delegated limit amount.
- c) UB's full-cost calculation exceeds the Dean’s delegated amount limit.