

ERASMUS+ programme provides additional funding for participants with fewer opportunities

In the process of preparing for mobility under the Erasmus+ Programme, a participant with FEWER OPPORTUNITIES can benefit from applying for additional financial support for inclusion with the assistance of MU-Sofia in compliance with the rules developed by the [Center for Human Resources Development](#) - HRDC

HRDC administers the Erasmus+ Programme and the application procedure for additional funds for participants with special needs:

1. persons with permanent disabilities and reduced working capacity of 70 and over 70 percent;
2. military invalids and war victims;
3. complete orphans;
4. a parent with three or more children;
5. persons who at the time of reaching the age of lawful age are under a protection measure taken in accordance with the Child Protection Act - sheltered in a foster family, a residential social service or a specialized institution.

The aim is to ensure full participation in the programme by covering real expenses directly related to the needs of the participant and/or his/her assistant during the stay abroad.

What can be financed?

The additional financing covers expenses incurred during the mobility itself, which are not covered by other mechanisms (e.g. NHIF). If justified, this includes:

- adapted accommodation;
- specific transport;
- specific consumables or medications purchased in the host country;
- on-site medical care;
- costs for an accompanying assistant;
- adaptation of teaching materials;
- other expenses directly resulting from the health condition.

How to apply?

The procedure is administratively linked to the higher education institution implementing the mobility project, as follows:

1. Submission of documents: Participants fill out [the Application Form for Additional Funding](#) and submit it to the Erasmus Office of MU-Sofia.

- **Attachments to the application:** medical documents (Expert Medical Commission's decision or other current medical expertise proving information of the specific needs and health status), offers or estimates for specific services or needs, declaration of lack of double funding (document providing assurance that the same costs are not covered by another public source - insurance, social benefits, etc.), etc.

Important: Documents are not sent directly to the HRDC by the applicants!

2. Institutional application: Based on the submitted documents, the institution applies to the National Agency.

3. Negotiation: After approval, an annex is concluded to the participant's mobility contract, which describes the method of receiving and reporting the funds.

4. Reporting: The funds are reported based on actual expenses incurred with accompanying financial documents.

Important terms and conditions:

• **Deadline:** It is recommended to submit the documents to the Erasmus Office of MU-Sofia at least one month before the start of the mobility.

• **Project period:** The funding is tied to a specific project, the period of legitimacy of which must coincide with the participant's academic year.

FOR ADDITIONAL INFORMATION AND SUBMISSION OF APPLICATIONS -

Erasmus+ Office of MU-Sofia/Department "International Integration and Project Financing" - Rectorate, Sofia 1431, 15 "Acad. Iv. Geshov" Blvd., 10th floor, room 11, tel. +359 2 9152184, e-mail: int@mu-sofia.bg