

Van Gogh Programme - Grant Conditions

Version 3.0

This document is meant for grant recipients who have been selected for a travel grant under the Van Gogh programme. It states the obligations for grant recipients, informs about the various roles and responsibilities of the parties involved and informs about the reimbursements.

Roles & responsibilities

1. The programme is funded by the Dutch Ministry of Education, Culture and Science and managed by Nuffic.
2. The Van Gogh travel grant is awarded to the grant recipient exclusively for conducting research as detailed in the grant award letter.
3. The grant recipient will inform Nuffic as soon as possible in writing if he cannot start with his research in time, in case of significant delays, premature ending or other significant changes with regard to his research.
4. The grant recipient is obliged to establish processes and/or to take other measures in order to prevent fraud or other illegitimate use of the grant. If (suspicion of) fraud occurs, this should be reported to Nuffic immediately.
5. All activities for which a grant or scholarship is awarded under a programme managed by Nuffic must take place in an environment in which deliberate unacceptable behaviour is counteracted and in which there is awareness of unconscious behaviour with good intentions, but which can have negative consequences. The grant recipient therefore must have a Code of Conduct on integrity which is in accordance with the [Nuffic Code of Conduct for integrity](#). In addition, activities involving the following situations/behaviour are considered unacceptable: bankruptcy, insolvency or winding-up procedures; conduct related to a criminal organisation; money laundering or terrorist financing; terrorist offenses or offenses linked to terrorist activities; irregularity; creating a shell company; being a shell company. Nuffic may at all times verify whether the Code of Conduct of the grant recipient complies.
6. The grant recipient must submit a financial report on the travel and accommodation expenses within 2 months after the end date of the grant award. The report must be according to the format which can be found on:
<https://www.wilweg.nl/beursopener/van-gogh-programme>.
7. The grant recipient must submit a narrative report within 2 months after the end date of the grant award through a Survey Monkey questionnaire:
<https://www.surveymonkey.com/s/VanGoghprogramme>.

Reimbursements

8. The grant amount is a contribution towards the travel costs of conducting research as stated in the grant award letter. All other costs are the responsibility of the grant recipient.
9. The maximum grant amount is € 3,500 and consists of:
 - a. subsistence allowance of € 125 per day, per participant

- b. a travel allowance of max € 550 per participant/per retour (depending on actual incurred costs).
- 10. Nuffic will transfer an advance payment of 75% of the total grant amount within 4 weeks after the date on the grant award. The final payment or claim will be made following the grant settlement (also see articles 13 – 16).
- 11. Nuffic will transfer the payments to the Dutch bank account number provided by the grant recipient
- 12. All payments will be made in Euro's (EUR).

Duration of the grant

- 13. The grant is only intended for the duration as detailed in the grant award letter.

Withdrawal

- 14. Nuffic may decide to withdraw the grant if the grant recipient does not comply with the obligations/rules/regulations/instructions or if the supplied information on the application form or accompanying documents (which formed the basis for the selection) is found to be inaccurate or makes a false declaration of any sort. Nuffic then holds the right to reclaim (a proportional part) of the grant amount from the grant recipient.

Settlement of the grant by Nuffic

- 15. Nuffic will consider receiving the reports as a request to settle the grant.
- 16. Nuffic will determine the exact grant amount within thirteen weeks after receiving the complete financial and narrative report. The grant will be settled based on the grant award and possible amendments in the financial and/or narrative report.
- 17. If Nuffic concludes that funds have not been spent in accordance with the Grant Conditions and/or any other terms under which the funds are made available Nuffic can decide to amend the grant and/or settle the grant on a lower amount.
- 18. If advance payments exceed the final settled amount (after final reporting), the difference must be returned to Nuffic unconditionally.

Privacy

- 19. The personal data of grant applicants and/or grant recipients provided in the grant application will be used by Nuffic and the Ministry of Education, Culture and Science for the purposes of administration, assessment, selection, monitoring and evaluation of the Van Gogh Programme. All personal data will be processed in accordance with the EU General Data Protection Regulation (GDPR). For more information about the processing of your personal data, the data retention periods and your rights as a subject under the GDPR, we would like to refer you to our privacy statement www.nuffic.nl/privacy.

Liability

- 20. The Van Gogh Programme is financed by the Dutch Ministry of Education, Culture and Science. Neither Nuffic nor the Dutch Ministry of Education, Culture and Science do not accept any responsibility, financially or otherwise, for expenditures (or liabilities emerging from these expenditures) or liabilities arising from activities funded by the grant.