Annex no. 14 to IES-DEC Decision no. 14 / 08.04.2025

## **Activity report**

## ***Mobilities for cultural professionals*** programme, implemented by The Center for Projects of the Municipality of Timisoara in 2025

**Surname and name of beneficiary:** \_\_\_\_\_\_\_\_\_\_

**Funding application:** INT-FIN No. \_\_\_ / \_\_\_.\_\_\_\_\_\_\_

**Funding agreement**: IES-CFN No. \_\_\_ / \_\_\_.\_\_\_\_\_\_\_

**Total amount of the requested non-reimbursable funding, in RON**: \_\_\_\_\_\_\_\_\_\_

**Total amount of complementary sources of funding, in RON:** \_\_\_\_\_\_\_\_\_\_

**Date of submitting the report to the funding authority**: \_\_\_\_\_\_\_\_\_\_

1. **Country and locality where the mobility was carried out:**  \_\_\_\_\_\_\_\_\_\_
2. **The city of departure for mobility, as well as the date and time of departure[[1]](#footnote-0):** \_\_\_\_\_\_\_\_\_\_
3. **The place of return from mobility, as well as the date and time of return 1**: \_\_\_\_\_\_\_\_\_\_
4. **Host organization**: \_\_\_\_\_\_\_\_\_\_
5. **Description of mobility**:
*List the activities carried out and present them in a narrative, coherent and easy-to-follow manner, including preparation and evaluation activities and, where appropriate, public communication of the results.*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. **Results***Present the main conclusions and results obtained following the development of the mobility.*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. **Impact and continuity** *Present what impact / benefits this mobility has brought for you, the organization or the professional network in which you are active, respectively the cultural sector of Timisoara. Present items with potential for continuity.*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. **How and where was The Center for Projects of the Municipality of Timisoara mentioned in relation to the funding granted for the accomplishment of mobility?**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
9. **Press file** *Insert possible links to photo-video materials, social media articles and texts, graphic materials made in relation to mobility etc.*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* I declare under my own responsibility that the information in this report and in the attached supporting documents are correct and complete.
* I attach to this report the **supporting documents underlying the domestic and/or international transport expenses**, according to par. 2.3.3 of the *Guide for reporting and settlement of expenses* (Annex 13), in the order provided in the expenditure centralizer below, scanned at a resolution that allows them to be easily read, after each document has previously been signed by the beneficiary.

**Name and surname beneficiary:** \_\_\_\_\_\_\_\_\_\_

**Signature beneficiary:** \_\_\_\_\_\_\_\_\_\_

**Centralizer of supporting documents underlying domestic and/or international transport expenses**

| **No** | **Supporting document***(type, document identification data, date of issuance, issuer)* | **Payment document** | **Amount spent****in RON / EUR / USD** | *The following columns are filled in by the funding authority* |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| *e.g.* | *Airplane ticket, booking reference- KSTLBB, flight LH 1661, 31.08.2023, LUFTHANSA* | *Bank account statement* | *3,000 RON* |  |  |  |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |
| .. |  |  |  |  |  |  |

1. The period for which accommodation and per diem/meal expenses are settled is determined according to the date and time of departure to the locality where the mobility will take place, respectively the date and time of return from the mobility. For fractions of time that do not add up to 24 hours, the per diem/meal is granted as follows: 50% up to 12 hours and 100% for the period exceeding 12 hours. In case of interruption of the trip, determined by the flight schedule of the planes, per diem/meals and accommodation are granted at the level provided for the country of destination, only if the stay during that period is not provided by the companies that carry out the transport. [↑](#footnote-ref-0)