

An Interim Amendment Exercise is a process applicable to all KA121 and KA151 projects.

2023 KA121 and KA151 projects which commenced on 1 June 2023 will enter their interim amendments period in June 2024. Please find relevant details below:

1. Purpose:

- to optimise budget consumption; close the reserve for exceptional costs and inclusion support and move funds from low to high performers.
- prolong grant agreements and make additional changes to your project (e.g. changes to consortia, contact persons, etc.).

2. These are potential requests you can submit:

- Prolongation requests – the extension to the project duration must be of **9 months** bringing your project to a total of 24 months.
- Requests for additional exceptional costs and inclusion support for participants.
- Requests for additional activities (and funds).
- Return of funds – last resort option
- Requests for other changes (e.g. change of contact persons, etc.)

3. In every case:

- justification needs to be provided for each request which will then be evaluated on a case by case basis. Beneficiaries are encouraged to thoroughly review the progress of their projects, targets achieved so far, resources and capacity available to make an informed decision on the type of request they wish to submit.
- Beneficiary Module needs to be fully updated on the expenditure incurred by the project at the time of the amendment request submission.

4. Amendment requests will be facilitated by the **amendment functionality in the Beneficiary Module**. This functionality will be available in the Beneficiary Module from **1 June 2024**. A declaration on honour signed by the legal representative of the beneficiary must accompany the amendment request submission.

5. The deadline for submission of all requests is **30 June 2024**.

The redistribution may be available for KA121 and KA151 actions and this notification will be further published on our website in advance to the above deadline.

It is important to note that any requests for additional funds must be based on actual needs and capacity of the beneficiary.

Please contact your relevant project officer in Leargas if you require further information.