

Orange Knowledge Programme Reporting and Reminder Procedure version 2.0

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Nuffic grants subsidies under the Orange Knowledge Programme – Individual Scholarships to Dutch institutions to finance scholarships for individual candidates. These grant awards are subject to the Orange Knowledge Programme Grant Obligations & Conditions. Failing to meet the Grant Conditions can have serious consequences for the amount of the awarded subsidy.

Reporting Period

Reporting is one of the obligations. Dutch institutions must submit a complete final report for a grant before the applicable reporting deadline in Delta as stated in the Grant Obligations and Conditions. For grants ending on or after 31 August 2022, the final report must be submitted not later than 31 October 2022. Nuffic will apply the following reminder procedure if a Dutch institutions fails to meet the reporting obligations.

Step 1: Formal Reminder

If the Dutch institution fails to submit the complete report before the applicable reporting deadline, Nuffic will send a formal reminder by email to the Orange Knowledge Programme contact person at the Dutch institution. This reminder states that the Dutch institution must submit the complete report within two weeks after receiving the email and announces the further steps of the reminder procedure.

Step 2: First Notice

If Nuffic does not receive the complete report before the deadline stated in the formal reminder, Nuffic will send a first notice to the Orange Knowledge Programme contact person by email. The Dutch institution must submit the complete report within one week after the letter date stated on the first notice.

Step 3: Final Notice

If the Dutch institution again fails to observe the deadline mentioned in the first notice, Nuffic will send a final notice to the Executive Board (College van Bestuur) by email. The Dutch institution has the opportunity to submit the complete report within one week after the letter date stated on the final notice. The Orange Knowledge Programme contact person will receive a copy of this letter by email.

Step 4: Settlement of the grant/ subsidy decision

Following section 4:46 of the General Administrative Law Act (Algemene Wet Bestuursrecht) Nuffic will decide to settle the grant at a lower amount or at zero.

Nuffic will send this decision to the Executive Board by email with a copy to the Orange Knowledge Programme contact person. The Dutch institution must reimburse all excess payments within 6 weeks on the basis on an invoice that Nuffic will send.

Retention of Orange Knowledge programme administration

Article 4:69 of the General Administrative Law Act (Algemene Wet Bestuursrecht) indicates that subsidy administration should be retained during 7 years after the subsidy has been settled and the file has been closed. It is the responsibility of the Dutch institutions to fulfil the obligations following from the General Administrative Law Act.