



EUROPEAN EDUCATION AND CULTURE EXECUTIVE AGENCY (EACEA)

EACEA.B – Creativity, Citizens, EU values and Joint operations
B.3 – Citizens and EU Values

GRANT AGREEMENT

Project 101156100 — THE DIVERSITY

PREAMBLE

This **Agreement** ('the Agreement') is **between** the following parties:

on the one part,

the **European Education and Culture Executive Agency (EACEA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and

on the other part,

1. 'the coordinator':

OBEC NEDED (OBEC NEDED), PIC 889666541, established in HLAVNA 844, NEDED 925 85, Slovakia,

Unless otherwise specified, references to 'beneficiary' or 'beneficiaries' include the coordinator and affiliated entities (if any).

If only one beneficiary signs the grant agreement ('mono-beneficiary grant'), all provisions referring to the 'coordinator' or the 'beneficiaries' will be considered — mutatis mutandis — as referring to the beneficiary.

The parties referred to above have agreed to enter into the Agreement.

By signing the Agreement and the accession forms, the beneficiaries accept the grant and agree to implement the action under their own responsibility and in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

The Agreement is composed of:

Preamble

Terms and Conditions (including Data Sheet)

Annex 1	Description of the action ¹
Annex 2	Estimated budget for the action
Annex 3	Accession forms (if applicable) ²
Annex 3a	Declaration on joint and several liability of affiliated entities (if applicable) ³
Annex 4	Model for the financial statements
Annex 5	Specific rules (if applicable)

¹ Template published on [Portal Reference Documents](#).

² Template published on [Portal Reference Documents](#).

³ Template published on [Portal Reference Documents](#).



TERMS AND CONDITIONS

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DATA SHEET

1. General data

Project summary:

Project summary
<p>At a time when the resilience of our common European project is being tested by several crises, the need to act to defend and promote our European values is now more urgent than ever. The subject of the submitted project is the implementation of a three-day event. It focuses on citizens, takes a "bottom-up" approach and gives Europeans a space to name their expectations of the European Union. By specifying activities aimed at education and training, discussions and free debates, it gives citizens a greater say in the creation of future policies and the formulation of the Union's ambitions, thereby increasing its resilience. The participation of citizens will present the diversity of Europe. Our goal is to encourage optimal cooperation with all countries and contribute to the democratic development of all parts of Europe. Together, we wish to contribute to building a European security architecture based on effective, functionally complementary and mutually reinforcing cooperation and coordination within existing European institutions. In order to preserve and support cultural cohesion, the event will intensify the mutual transmission of values in the area of culture, education, science and information exchange. All activities implemented within the project are aimed at strengthening economic, political or social stability in the European region. The participating partners take their mutual cooperation as a challenge for themselves and its success as the best proof of their ability to integrate as best as possible into structures such as the EU.</p>

Keywords:

- EU integration
- Social Inclusion
- European identity
- Local authorities
- Town twinning
- Municipalities
- Solidarity, Volunteering, Environmental priorities

Project number: 101156100

Project name: THE DIVERSITY OF EUROPE

Project acronym: THE DIVERSITY

Call: CERV-2023-CITIZENS-TOWN-TT

Topic: CERV-2023-CITIZENS-TOWN-TT

Type of action: CERV Lump Sum Grants

Granting authority: European Education and Culture Executive Agency

Grant managed through EU Funding & Tenders Portal: Yes (eGrants)

Project starting date: first day of the month following the entry into force date

Project end date: starting date + months of duration

Project duration: 12 months

Consortium agreement: No

2. Participants

List of participants:

N°	Role	Short name	Legal name	Ctry	PIC	Max grant amount
1	COO	OBEC NEDED	OBEC NEDED	SK	889666541	27 905.00
2	AP	Bóly	Bóly Város Önkormányzata	HU	944722771	0.00

N°	Role	Short name	Legal name	Ctry	PIC	Max grant amount
3	AP	Törökbálint	Törökbálint Város Önkormányzata	HU	895862610	0.00
4	AP	COMUNA CERNAT	COMUNA CERNAT	RO	945833615	0.00
5	AP	Obec Vlčany	Municipality of Vlčany	SK	938762994	0.00
Total						27 905.00

Coordinator:

— OBEC NEDED (OBEC NEDED)

3. Grant**Maximum grant amount, total estimated eligible costs and contributions and funding rate:**

Maximum grant amount (Annex 2)	Maximum grant amount (award decision)
27 905.00	27 905.00

Grant form: Lump Sum**Grant mode:** Action grant**Budget categories/activity types:** Lump sum contributions**Cost eligibility options:** n/a**Budget flexibility:** No**4. Reporting, payments and recoveries****4.1 Continuous reporting** (art 21)**Deliverables:** see Funding & Tenders Portal Continuous Reporting tool**4.2 Periodic reporting and payments****Reporting and payment schedule** (art 21, 22):

Reporting					Payments	
Reporting periods			Type	Deadline	Type	Deadline (time to pay)
RP No	Month from	Month to				
					Initial prefinancing	n/a
					Final payment	90 days from receiving periodic report
1	1	12	Periodic report	60 days after end of reporting period		

Prefinancing payments and guarantees: n/a**Reporting and payment modalities** (art 21, 22):



Mutual Insurance Mechanism (MIM): No

Restrictions on distribution of initial prefinancing: The prefinancing may be distributed only if the minimum number of beneficiaries set out in the call conditions (if any) have acceded to the Agreement and only to beneficiaries that have acceded.

Interim payment ceiling (if any): 100% of the maximum grant amount

No-profit rule: n/a

Late payment interest: ECB + 3.5%

Bank account for payments:

SK6256000000003845133001 KOMASK2X

Conversion into euros: n/a

Reporting language: Language of the Agreement or other EU official language, if specified in the call conditions

4.3 Certificates (art 24): n/a

4.4 Recoveries (art 22)

First-line liability for recoveries:

Beneficiary termination: Beneficiary concerned

Final payment: Coordinator

After final payment: Beneficiary concerned

Joint and several liability for enforced recoveries (in case of non-payment):

Limited joint and several liability of other beneficiaries — up to the maximum grant amount of the beneficiary

Joint and several liability of affiliated entities — n/a

5. Consequences of non-compliance, applicable law & dispute settlement forum

Applicable law (art 43):

Standard applicable law regime: EU law + law of Belgium

Dispute settlement forum (art 43):

Standard dispute settlement forum:

EU beneficiaries: EU General Court + EU Court of Justice (on appeal)

Non-EU beneficiaries: Courts of Brussels, Belgium (unless an international agreement provides for the enforceability of EU court judgements)

6. Other

Specific rules (Annex 5): Yes

Standard time-limits after project end:

Confidentiality (for X years after final payment): 5

Record-keeping (for X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Reviews (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Audits (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Extension of findings from other grants to this grant (no later than X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Impact evaluation (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

CHAPTER 1 GENERAL

ARTICLE 1 — SUBJECT OF THE AGREEMENT

This Agreement sets out the rights and obligations and terms and conditions applicable to the grant awarded for the implementation of the action set out in Chapter 2.

ARTICLE 2 — DEFINITIONS

For the purpose of this Agreement, the following definitions apply:

Actions — The project which is being funded in the context of this Agreement.

Grant — The grant awarded in the context of this Agreement.

EU grants — Grants awarded by EU institutions, bodies, offices or agencies (including EU executive agencies, EU regulatory agencies, EDA, joint undertakings, etc.).

Participants — Entities participating in the action as beneficiaries, affiliated entities, associated partners, third parties giving in-kind contributions, subcontractors or recipients of financial support to third parties.

Beneficiaries (BEN) — The signatories of this Agreement (either directly or through an accession form).

Affiliated entities (AE) — Entities affiliated to a beneficiary within the meaning of Article 187 of EU Financial Regulation 2018/1046⁴ which participate in the action with similar rights and obligations as the beneficiaries (obligation to implement action tasks and right to charge costs and claim contributions).

Associated partners (AP) — Entities which participate in the action, but without the right to charge costs or claim contributions.

Purchases — Contracts for goods, works or services needed to carry out the action (e.g. equipment, consumables and supplies) but which are not part of the action tasks (see Annex 1).

Subcontracting — Contracts for goods, works or services that are part of the action tasks (see Annex 1).

In-kind contributions — In-kind contributions within the meaning of Article 2(36) of EU Financial

⁴ For the definition, see Article 187 Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012 ('EU Financial Regulation') (OJ L 193, 30.7.2018, p. 1): "**affiliated entities** [are]:

- (a) entities that form a sole beneficiary [(i.e. where an entity is formed of several entities that satisfy the criteria for being awarded a grant, including where the entity is specifically established for the purpose of implementing an action to be financed by a grant)];
- (b) entities that satisfy the eligibility criteria and that do not fall within one of the situations referred to in Article 136(1) and 141(1) and that have a link with the beneficiary, in particular a legal or capital link, which is neither limited to the action nor established for the sole purpose of its implementation".

Regulation 2018/1046, i.e. non-financial resources made available free of charge by third parties.

Fraud — Fraud within the meaning of Article 3 of EU Directive 2017/1371⁵ and Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995⁶, as well as any other wrongful or criminal deception intended to result in financial or personal gain.

Irregularities — Any type of breach (regulatory or contractual) which could impact the EU financial interests, including irregularities within the meaning of Article 1(2) of EU Regulation 2988/95⁷.

Grave professional misconduct — Any type of unacceptable or improper behaviour in exercising one's profession, especially by employees, including grave professional misconduct within the meaning of Article 136(1)(c) of EU Financial Regulation 2018/1046.

Applicable EU, international and national law — Any legal acts or other (binding or non-binding) rules and guidance in the area concerned.

Portal — EU Funding & Tenders Portal; electronic portal and exchange system managed by the European Commission and used by itself and other EU institutions, bodies, offices or agencies for the management of their funding programmes (grants, procurements, prizes, etc.).

CHAPTER 2 ACTION

ARTICLE 3 — ACTION

The grant is awarded for the action **101156100 — THE DIVERSITY** ('action'), as described in Annex 1.

ARTICLE 4 — DURATION AND STARTING DATE

The duration and the starting date of the action are set out in the Data Sheet (see Point 1).

CHAPTER 3 GRANT

ARTICLE 5 — GRANT

5.1 Form of grant

⁵ Directive (EU) 2017/1371 of the European Parliament and of the Council of 5 July 2017 on the fight against fraud to the Union's financial interests by means of criminal law (OJ L 198, 28.7.2017, p. 29).

⁶ OJ C 316, 27.11.1995, p. 48.

⁷ Council Regulation (EC, Euratom) No 2988/95 of 18 December 1995 on the protection of the European Communities financial interests (OJ L 312, 23.12.1995, p. 1).

The grant is an action grant⁸ which takes the form of a lump sum grant for the completion of work packages.

5.2 Maximum grant amount

The maximum grant amount is set out in the Data Sheet (see Point 3) and in the estimated budget (Annex 2).

5.3 Funding rate

Not applicable

5.4 Estimated budget, budget categories and forms of funding

The estimated budget for the action (lump sum breakdown) is set out in Annex 2.

It contains the estimated eligible contributions for the action (lump sum contributions), broken down by participant and work package.

Annex 2 also shows the types of contributions (forms of funding)⁹ to be used for each work package.

5.5 Budget flexibility

Budget flexibility does not apply; changes to the estimated budget (lump sum breakdown) always require an amendment (see Article 39).

Amendments for transfers between *work packages* are moreover possible only if:

- the work packages concerned are not already completed (and declared in a financial statement) and
- the transfers are justified by the technical implementation of the action.

ARTICLE 6 — ELIGIBLE AND INELIGIBLE CONTRIBUTIONS

6.1 and 6.2 General and specific eligibility conditions

Lump sum contributions are eligible ('eligible contributions'), if:

- (a) they are set out in Annex 2 and
- (b) the work packages are completed and the work is properly implemented by the beneficiaries and/or the results are achieved, in accordance with Annex 1 and during in the period set out in Article 4 (with the exception of work/results relating to the submission of the final periodic report, which may be achieved afterwards; see Article 21)

They will be calculated on the basis of the amounts set out in Annex 2.

⁸ For the definition, see Article 180(2)(a) EU Financial Regulation 2018/1046: '**action grant**' means an EU grant to finance "an action intended to help achieve a Union policy objective".

⁹ See Article 125 EU Financial Regulation 2018/1046.

6.3 Ineligible contributions

‘Ineligible contributions’ are:

- (a) lump sum contributions that do not comply with the conditions set out above (see Article 6.1 and 6.2)
- (b) lump sum contributions for activities already funded under other EU grants (or grants awarded by an EU Member State, non-EU country or other body implementing the EU budget), except for the following case:
 - (i) Synergy actions: not applicable
- (c) other:
 - (i) country restrictions for eligible costs: not applicable.

6.4 Consequences of non-compliance

If a beneficiary declares lump sum contributions that are ineligible, they will be rejected (see Article 27).

This may also lead to other measures described in Chapter 5.

CHAPTER 4 GRANT IMPLEMENTATION

SECTION 1 CONSORTIUM: BENEFICIARIES, AFFILIATED ENTITIES AND OTHER PARTICIPANTS

ARTICLE 7 — BENEFICIARIES

The beneficiaries, as signatories of the Agreement, are fully responsible towards the granting authority for implementing it and for complying with all its obligations.

They must implement the Agreement to their best abilities, in good faith and in accordance with all the obligations and terms and conditions it sets out.

They must have the appropriate resources to implement the action and implement the action under their own responsibility and in accordance with Article 11. If they rely on affiliated entities or other participants (see Articles 8 and 9), they retain sole responsibility towards the granting authority and the other beneficiaries.

They are jointly responsible for the *technical* implementation of the action. If one of the beneficiaries fails to implement their part of the action, the other beneficiaries must ensure that this part is implemented by someone else (without being entitled to an increase of the maximum grant amount and subject to an amendment; see Article 39). The *financial* responsibility of each beneficiary in case of recoveries is governed by Article 22.

The beneficiaries (and their action) must remain eligible under the EU programme funding the grant



for the entire duration of the action. Lump sum contributions will be eligible only as long as the beneficiary and the action are eligible.

The **internal roles and responsibilities** of the beneficiaries are divided as follows:

(a) Each beneficiary must:

- (i) keep information stored in the Portal Participant Register up to date (see Article 19)
- (ii) inform the granting authority (and the other beneficiaries) immediately of any events or circumstances likely to affect significantly or delay the implementation of the action (see Article 19)
- (iii) submit to the coordinator in good time:
 - the prefinancing guarantees (if required; see Article 23)
 - the financial statements and certificates on the financial statements (CFS): not applicable
 - the contribution to the deliverables and technical reports (see Article 21)
 - any other documents or information required by the granting authority under the Agreement
- (iv) submit via the Portal data and information related to the participation of their affiliated entities.

(b) The coordinator must:

- (i) monitor that the action is implemented properly (see Article 11)
- (ii) act as the intermediary for all communications between the consortium and the granting authority, unless the Agreement or granting authority specifies otherwise, and in particular:
 - submit the prefinancing guarantees to the granting authority (if any)
 - request and review any documents or information required and verify their quality and completeness before passing them on to the granting authority
 - submit the deliverables and reports to the granting authority
 - inform the granting authority about the payments made to the other beneficiaries (report on the distribution of payments; if required, see Articles 22 and 32)
- (iii) distribute the payments received from the granting authority to the other beneficiaries without unjustified delay (see Article 22).

The coordinator may not delegate or subcontract the above-mentioned tasks to any other beneficiary or third party (including affiliated entities).

However, coordinators which are public bodies may delegate the tasks set out in Point (b)(ii) last

indent and (iii) above to entities with ‘authorisation to administer’ which they have created or which are controlled by or affiliated to them. In this case, the coordinator retains sole responsibility for the payments and for compliance with the obligations under the Agreement.

Moreover, coordinators which are ‘sole beneficiaries’¹⁰ (or similar, such as European research infrastructure consortia (ERICs)) may delegate the tasks set out in Point (b)(i) to (iii) above to one of their members. The coordinator retains sole responsibility for compliance with the obligations under the Agreement.

The beneficiaries must have **internal arrangements** regarding their operation and co-ordination, to ensure that the action is implemented properly.

If required by the granting authority (see Data Sheet, Point 1), these arrangements must be set out in a written **consortium agreement** between the beneficiaries, covering for instance:

- the internal organisation of the consortium
- the management of access to the Portal
- different distribution keys for the payments and financial responsibilities in case of recoveries (if any)
- additional rules on rights and obligations related to background and results (see Article 16)
- settlement of internal disputes
- liability, indemnification and confidentiality arrangements between the beneficiaries.

The internal arrangements must not contain any provision contrary to this Agreement.

ARTICLE 8 — AFFILIATED ENTITIES

Not applicable

ARTICLE 9 — OTHER PARTICIPANTS INVOLVED IN THE ACTION

9.1 Associated partners

The following entities which cooperate with a beneficiary will participate in the action as ‘associated partners’:

- **Bóly Város Önkormányzata (Bóly)**, PIC 944722771
- **Törökbálint Város Önkormányzata (Törökbálint)**, PIC 895862610
- **COMUNA CERNAT (COMUNA CERNAT)**, PIC 945833615
- **Municipality of Vlčany (Obec Vlčany)**, PIC 938762994

¹⁰ For the definition, see Article 187(2) EU Financial Regulation 2018/1046: “Where several entities satisfy the criteria for being awarded a grant and together form one entity, that entity may be treated as the **sole beneficiary**, including where it is specifically established for the purpose of implementing the action financed by the grant.”



Associated partners must implement the action tasks attributed to them in Annex 1 in accordance with Article 11. They may not charge contributions to the action (no lump sum contributions) and the costs for their tasks are not eligible (may not be included in the estimated budget in Annex 2).

The tasks must be set out in Annex 1.

The beneficiaries must ensure that their contractual obligations under Articles 11 (proper implementation), 12 (conflict of interests), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) also apply to the associated partners.

The beneficiaries must ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the associated partners.

9.2 Third parties giving in-kind contributions to the action

Other third parties may give in-kind contributions to the action (i.e. personnel, equipment, other goods, works and services, etc. which are free-of-charge), if necessary for the implementation.

Third parties giving in-kind contributions do not implement any action tasks. They may not charge contributions to the action (no lump sum contributions) and the costs for the in-kind contributions are not eligible (may not be included in the estimated budget in Annex 2).

The third parties and their in-kind contributions should be set out in Annex 1.

9.3 Subcontractors

Subcontractors may participate in the action, if necessary for the implementation.

Subcontractors must implement their action tasks in accordance with Article 11. The beneficiaries' costs for subcontracting are considered entirely covered by the lump sum contributions for implementing the work packages (irrespective of the actual subcontracting costs incurred, if any).

The beneficiaries must ensure that their contractual obligations under Articles 11 (proper implementation), 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) also apply to the subcontractors.

The beneficiaries must ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the subcontractors.

9.4 Recipients of financial support to third parties

If the action includes providing financial support to third parties (e.g. grants, prizes or similar forms of support), the beneficiaries must ensure that their contractual obligations under Articles 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) also apply to the third parties receiving the support (recipients).

The beneficiaries must also ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the recipients.

ARTICLE 10 — PARTICIPANTS WITH SPECIAL STATUS

10.1 Non-EU participants

Participants which are established in a non-EU country (if any) undertake to comply with their obligations under the Agreement and:

- to respect general principles (including fundamental rights, values and ethical principles, environmental and labour standards, rules on classified information, intellectual property rights, visibility of funding and protection of personal data)
- for the submission of certificates under Article 24: use qualified external auditors which are independent and comply with comparable standards as those set out in EU Directive 2006/43/EC¹¹
- for the controls under Article 25: allow for checks, reviews, audits and investigations (including on-the-spot checks, visits and inspections) by the bodies mentioned in that Article (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.).

Special rules on dispute settlement apply (see Data Sheet, Point 5).

10.2 Participants which are international organisations

Participants which are international organisations (IOs; if any) undertake to comply with their obligations under the Agreement and:

- to respect general principles (including fundamental rights, values and ethical principles, environmental and labour standards, rules on classified information, intellectual property rights, visibility of funding and protection of personal data)
- for the submission of certificates under Article 24: to use either independent public officers or external auditors which comply with comparable standards as those set out in EU Directive 2006/43/EC
- for the controls under Article 25: to allow for the checks, reviews, audits and investigations by the bodies mentioned in that Article, taking into account the specific agreements concluded by them and the EU (if any).

For such participants, nothing in the Agreement will be interpreted as a waiver of their privileges or immunities, as accorded by their constituent documents or international law.

Special rules on applicable law and dispute settlement apply (see Article 43 and Data Sheet, Point 5).

10.3 Pillar-assessed participants

Pillar-assessed participants (if any) may rely on their own systems, rules and procedures, in so far as they have been positively assessed and do not call into question the decision awarding the grant or breach the principle of equal treatment of applicants or beneficiaries.

¹¹ Directive 2006/43/EC of the European Parliament and of the Council of 17 May 2006 on statutory audits of annual accounts and consolidated accounts or similar national regulations (OJ L 157, 9.6.2006, p. 87).

‘Pillar-assessment’ means a review by the European Commission on the systems, rules and procedures which participants use for managing EU grants (in particular internal control system, accounting system, external audits, financing of third parties, rules on recovery and exclusion, information on recipients and protection of personal data; see Article 154 EU Financial Regulation 2018/1046).

Participants with a positive pillar assessment may rely on their own systems, rules and procedures, in particular for:

- record-keeping (Article 20): may be done in accordance with internal standards, rules and procedures
- currency conversion for financial statements (Article 21): may be done in accordance with usual accounting practices
- guarantees (Article 23): for public law bodies, prefinancing guarantees are not needed
- certificates (Article 24):
 - certificates on the financial statements (CFS): may be provided by their regular internal or external auditors and in accordance with their internal financial regulations and procedures
 - certificates on usual accounting practices (CoMUC): are not needed if those practices are covered by an ex-ante assessment

and use the following specific rules, for:

- recoveries (Article 22): in case of financial support to third parties, there will be no recovery if the participant has done everything possible to retrieve the undue amounts from the third party receiving the support (including legal proceedings) and non-recovery is not due to an error or negligence on its part
- checks, reviews, audits and investigations by the EU (Article 25): will be conducted taking into account the rules and procedures specifically agreed between them and the framework agreement (if any)
- impact evaluation (Article 26): will be conducted in accordance with the participant’s internal rules and procedures and the framework agreement (if any)
- grant agreement suspension (Article 31): certain costs incurred during grant suspension are eligible (notably, minimum costs necessary for a possible resumption of the action and costs relating to contracts which were entered into before the pre-information letter was received and which could not reasonably be suspended, reallocated or terminated on legal grounds)
- grant agreement termination (Article 32): the final grant amount and final payment will be calculated taking into account also costs relating to contracts due for execution only after termination takes effect, if the contract was entered into before the pre-information letter was received and could not reasonably be terminated on legal grounds
- liability for damages (Article 33.2): the granting authority must be compensated for damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement only if the damage is due to an

infringement of the participant's internal rules and procedures or due to a violation of third parties' rights by the participant or one of its employees or individual for whom the employees are responsible.

Participants whose pillar assessment covers procurement and granting procedures may also do purchases, subcontracting and financial support to third parties (Article 6.2) in accordance with their internal rules and procedures for purchases, subcontracting and financial support.

Participants whose pillar assessment covers data protection rules may rely on their internal standards, rules and procedures for data protection (Article 15).

The participants may however not rely on provisions which would breach the principle of equal treatment of applicants or beneficiaries or call into question the decision awarding the grant, such as in particular:

- eligibility (Article 6)
- consortium roles and set-up (Articles 7-9)
- security and ethics (Articles 13, 14)
- IPR (including background and results, access rights and rights of use), communication, dissemination and visibility (Articles 16 and 17)
- information obligation (Article 19)
- payment, reporting and amendments (Articles 21, 22 and 39)
- rejections, reductions, suspensions and terminations (Articles 27, 28, 29-32)

If the pillar assessment was subject to remedial measures, reliance on the internal systems, rules and procedures is subject to compliance with those remedial measures.

Participants whose assessment has not yet been updated to cover (the new rules on) data protection may rely on their internal systems, rules and procedures, provided that they ensure that personal data is:

- processed lawfully, fairly and in a transparent manner in relation to the data subject
- collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed
- accurate and, where necessary, kept up to date
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed and
- processed in a manner that ensures appropriate security of the personal data.

Participants must inform the coordinator without delay of any changes to the systems, rules and

procedures that were part of the pillar assessment. The coordinator must immediately inform the granting authority.

Pillar-assessed participants that have also concluded a framework agreement with the EU, may moreover — under the same conditions as those above (i.e. not call into question the decision awarding the grant or breach the principle of equal treatment of applicants or beneficiaries) — rely on provisions set out in that framework agreement.

SECTION 2 RULES FOR CARRYING OUT THE ACTION

ARTICLE 11 — PROPER IMPLEMENTATION OF THE ACTION

11.1 Obligation to properly implement the action

The beneficiaries must implement the action as described in Annex 1 and in compliance with the provisions of the Agreement, the call conditions and all legal obligations under applicable EU, international and national law.

11.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 12 — CONFLICT OF INTERESTS

12.1 Conflict of interests

The beneficiaries must take all measures to prevent any situation where the impartial and objective implementation of the Agreement could be compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other direct or indirect interest (‘conflict of interests’).

They must formally notify the granting authority without delay of any situation constituting or likely to lead to a conflict of interests and immediately take all the necessary steps to rectify this situation.

The granting authority may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline.

12.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28) and the grant or the beneficiary may be terminated (see Article 32).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 13 — CONFIDENTIALITY AND SECURITY

13.1 Sensitive information

The parties must keep confidential any data, documents or other material (in any form) that is identified as sensitive in writing ('sensitive information') — during the implementation of the action and for at least until the time-limit set out in the Data Sheet (see Point 6).

If a beneficiary requests, the granting authority may agree to keep such information confidential for a longer period.

Unless otherwise agreed between the parties, they may use sensitive information only to implement the Agreement.

The beneficiaries may disclose sensitive information to their personnel or other participants involved in the action only if they:

- (a) need to know it in order to implement the Agreement and
- (b) are bound by an obligation of confidentiality.

The granting authority may disclose sensitive information to its staff and to other EU institutions and bodies.

It may moreover disclose sensitive information to third parties, if:

- (a) this is necessary to implement the Agreement or safeguard the EU financial interests and
- (b) the recipients of the information are bound by an obligation of confidentiality.

The confidentiality obligations no longer apply if:

- (a) the disclosing party agrees to release the other party
- (b) the information becomes publicly available, without breaching any confidentiality obligation
- (c) the disclosure of the sensitive information is required by EU, international or national law.

Specific confidentiality rules (if any) are set out in Annex 5.

13.2 Classified information

The parties must handle classified information in accordance with the applicable EU, international or national law on classified information (in particular, Decision 2015/444¹² and its implementing rules).

Deliverables which contain classified information must be submitted according to special procedures agreed with the granting authority.

Action tasks involving classified information may be subcontracted only after explicit approval (in writing) from the granting authority.

Classified information may not be disclosed to any third party (including participants involved in the action implementation) without prior explicit written approval from the granting authority.

¹² Commission Decision 2015/444/EC, Euratom of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53).

Specific security rules (if any) are set out in Annex 5.

13.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 14 — ETHICS AND VALUES

14.1 Ethics

The action must be carried out in line with the highest ethical standards and the applicable EU, international and national law on ethical principles.

Specific ethics rules (if any) are set out in Annex 5.

14.2 Values

The beneficiaries must commit to and ensure the respect of basic EU values (such as respect for human dignity, freedom, democracy, equality, the rule of law and human rights, including the rights of minorities).

Specific rules on values (if any) are set out in Annex 5.

14.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 15 — DATA PROTECTION

15.1 Data processing by the granting authority

Any personal data under the Agreement will be processed under the responsibility of the data controller of the granting authority in accordance with and for the purposes set out in the Portal Privacy Statement.

For grants where the granting authority is the European Commission, an EU regulatory or executive agency, joint undertaking or other EU body, the processing will be subject to Regulation 2018/1725¹³.

15.2 Data processing by the beneficiaries

¹³ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39).

The beneficiaries must process personal data under the Agreement in compliance with the applicable EU, international and national law on data protection (in particular, Regulation 2016/679¹⁴).

They must ensure that personal data is:

- processed lawfully, fairly and in a transparent manner in relation to the data subjects
- collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed
- accurate and, where necessary, kept up to date
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed and
- processed in a manner that ensures appropriate security of the data.

The beneficiaries may grant their personnel access to personal data only if it is strictly necessary for implementing, managing and monitoring the Agreement. The beneficiaries must ensure that the personnel is under a confidentiality obligation.

The beneficiaries must inform the persons whose data are transferred to the granting authority and provide them with the Portal Privacy Statement.

15.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 16 — INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS — ACCESS RIGHTS AND RIGHTS OF USE

16.1 Background and access rights to background

The beneficiaries must give each other and the other participants access to the background identified as needed for implementing the action, subject to any specific rules in Annex 5.

‘Background’ means any data, know-how or information — whatever its form or nature (tangible or intangible), including any rights such as intellectual property rights — that is:

- (a) held by the beneficiaries before they acceded to the Agreement and
- (b) needed to implement the action or exploit the results.

¹⁴ Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (‘GDPR’) (OJ L 119, 4.5.2016, p. 1).

If background is subject to rights of a third party, the beneficiary concerned must ensure that it is able to comply with its obligations under the Agreement.

16.2 Ownership of results

The granting authority does not obtain ownership of the results produced under the action.

‘Results’ means any tangible or intangible effect of the action, such as data, know-how or information, whatever its form or nature, whether or not it can be protected, as well as any rights attached to it, including intellectual property rights.

16.3 Rights of use of the granting authority on materials, documents and information received for policy, information, communication, dissemination and publicity purposes

The granting authority has the right to use non-sensitive information relating to the action and materials and documents received from the beneficiaries (notably summaries for publication, deliverables, as well as any other material, such as pictures or audio-visual material, in paper or electronic form) for policy information, communication, dissemination and publicity purposes — during the action or afterwards.

The right to use the beneficiaries’ materials, documents and information is granted in the form of a royalty-free, non-exclusive and irrevocable licence, which includes the following rights:

- (a) **use for its own purposes** (in particular, making them available to persons working for the granting authority or any other EU service (including institutions, bodies, offices, agencies, etc.) or EU Member State institution or body; copying or reproducing them in whole or in part, in unlimited numbers; and communication through press information services)
- (b) **distribution to the public** (in particular, publication as hard copies and in electronic or digital format, publication on the internet, as a downloadable or non-downloadable file, broadcasting by any channel, public display or presentation, communicating through press information services, or inclusion in widely accessible databases or indexes)
- (c) **editing or redrafting** (including shortening, summarising, inserting other elements (e.g. meta-data, legends, other graphic, visual, audio or text elements), extracting parts (e.g. audio or video files), dividing into parts, use in a compilation)
- (d) **translation**
- (e) **storage** in paper, electronic or other form
- (f) **archiving**, in line with applicable document-management rules
- (g) the right to authorise **third parties** to act on its behalf or sub-license to third parties the modes of use set out in Points (b), (c), (d) and (f), if needed for the information, communication and publicity activity of the granting authority and
- (h) **processing**, analysing, aggregating the materials, documents and information received and **producing derivative works**.

The rights of use are granted for the whole duration of the industrial or intellectual property rights concerned.

If materials or documents are subject to moral rights or third party rights (including intellectual property rights or rights of natural persons on their image and voice), the beneficiaries must ensure that they comply with their obligations under this Agreement (in particular, by obtaining the necessary licences and authorisations from the rights holders concerned).

Where applicable, the granting authority will insert the following information:

“© – [year] – [name of the copyright owner]. All rights reserved. Licensed to the [name of granting authority] under conditions.”

16.4 Specific rules on IPR, results and background

Specific rules regarding intellectual property rights, results and background (if any) are set out in Annex 5.

16.5 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such a breach may also lead to other measures described in Chapter 5.

ARTICLE 17 — COMMUNICATION, DISSEMINATION AND VISIBILITY

17.1 Communication — Dissemination — Promoting the action

Unless otherwise agreed with the granting authority, the beneficiaries must promote the action and its results by providing targeted information to multiple audiences (including the media and the public), in accordance with Annex 1 and in a strategic, coherent and effective manner.

Before engaging in a communication or dissemination activity expected to have a major media impact, the beneficiaries must inform the granting authority.

17.2 Visibility — European flag and funding statement

Unless otherwise agreed with the granting authority, communication activities of the beneficiaries related to the action (including media relations, conferences, seminars, information material, such as brochures, leaflets, posters, presentations, etc., in electronic form, via traditional or social media, etc.), dissemination activities and any infrastructure, equipment, vehicles, supplies or major result funded by the grant must acknowledge the EU support and display the European flag (emblem) and funding statement (translated into local languages, where appropriate):



Funded by the
European Union



Co-funded by the
European Union



Funded by the
European Union



Co-funded by the
European Union

The emblem must remain distinct and separate and cannot be modified by adding other visual marks, brands or text.

Apart from the emblem, no other visual identity or logo may be used to highlight the EU support.

When displayed in association with other logos (e.g. of beneficiaries or sponsors), the emblem must be displayed at least as prominently and visibly as the other logos.

For the purposes of their obligations under this Article, the beneficiaries may use the emblem without first obtaining approval from the granting authority. This does not, however, give them the right to exclusive use. Moreover, they may not appropriate the emblem or any similar trademark or logo, either by registration or by any other means.

17.3 Quality of information — Disclaimer

Any communication or dissemination activity related to the action must use factually accurate information.

Moreover, it must indicate the following disclaimer (translated into local languages where appropriate):

“Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or [name of the granting authority]. Neither the European Union nor the granting authority can be held responsible for them.”

17.4 Specific communication, dissemination and visibility rules

Specific communication, dissemination and visibility rules (if any) are set out in Annex 5.

17.5 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 18 — SPECIFIC RULES FOR CARRYING OUT THE ACTION

Not applicable

SECTION 3 GRANT ADMINISTRATION

ARTICLE 19 — GENERAL INFORMATION OBLIGATIONS

19.1 Information requests

The beneficiaries must provide — during the action or afterwards and in accordance with Article 7 — any information requested in order to verify eligibility of the lump sum contributions declared, proper implementation of the action and compliance with the other obligations under the Agreement.

The information provided must be accurate, precise and complete and in the format requested, including electronic format.

19.2 Participant Register data updates

The beneficiaries must keep — at all times, during the action or afterwards — their information stored in the Portal Participant Register up to date, in particular, their name, address, legal representatives, legal form and organisation type.

19.3 Information about events and circumstances which impact the action

The beneficiaries must immediately inform the granting authority (and the other beneficiaries) of any of the following:

- (a) **events** which are likely to affect or delay the implementation of the action or affect the EU's financial interests, in particular:
 - (i) changes in their legal, financial, technical, organisational or ownership situation (including changes linked to one of the exclusion grounds listed in the declaration of honour signed before grant signature)
 - (ii) linked action information: not applicable
- (b) **circumstances** affecting:
 - (i) the decision to award the grant or
 - (ii) compliance with requirements under the Agreement.

19.4 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 20 — RECORD-KEEPING

20.1 Keeping records and supporting documents

The beneficiaries must — at least until the time-limit set out in the Data Sheet (see Point 6) — keep records and other supporting documents to prove the proper implementation of the action (proper implementation of the work and/or achievement of the results as described in Annex 1) in line with the accepted standards in the respective field (if any); beneficiaries do not need to keep specific records on the actual costs incurred.

The records and supporting documents must be made available upon request (see Article 19) or in the context of checks, reviews, audits or investigations (see Article 25).

If there are on-going checks, reviews, audits, investigations, litigation or other pursuits of claims under the Agreement (including the extension of findings; see Article 25), the beneficiaries must keep these records and other supporting documentation until the end of these procedures.

The beneficiaries must keep the original documents. Digital and digitalised documents are considered originals if they are authorised by the applicable national law. The granting authority may accept non-original documents if they offer a comparable level of assurance.

20.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, lump sum contributions insufficiently substantiated will be ineligible (see Article 6) and will be rejected (see Article 27), and the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 21 — REPORTING

21.1 Continuous reporting

The beneficiaries must continuously report on the progress of the action (e.g. **deliverables, milestones, outputs/outcomes, critical risks, indicators**, etc; if any), in the Portal Continuous Reporting tool and in accordance with the timing and conditions it sets out (as agreed with the granting authority).

Standardised deliverables (e.g. progress reports not linked to payments, reports on cumulative expenditure, special reports, etc; if any) must be submitted using the templates published on the Portal.

21.2 Periodic reporting: Technical reports and financial statements

In addition, the beneficiaries must provide reports to request payments, in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2):

- for additional prefinancings (if any): **an additional prefinancing report**
- for interim payments (if any) and the final payment: a **periodic report**

The prefinancing and periodic reports include a technical and financial part.

The technical part includes an overview of the action implementation. It must be prepared using the template available in the Portal Periodic Reporting tool.

The financial part of the additional prefinancing report includes a statement on the use of the previous prefinancing payment.

The financial part of the periodic report includes:

- the financial statement (consolidated statement for the consortium)
- the explanation on the use of resources (or detailed cost reporting table): not applicable
- the certificates on the financial statements (CFS): not applicable.

The **financial statement** must contain the lump sum contributions indicated in Annex 2, for the work packages that were completed during the reporting period.

For the last reporting period, the beneficiaries may exceptionally also declare partial lump sum contributions for work packages that were not completed (e.g. due to force majeure or technical impossibility).

Lump sum contributions which are not declared in a financial statement will not be taken into account by the granting authority.

By signing the financial statement (directly in the Portal Periodic Reporting tool), the coordinator confirms (on behalf of the consortium) that:

- the information provided is complete, reliable and true
- the lump sum contributions declared are eligible (in particular, the work packages have been completed, that the work has been properly implemented and/or the results were achieved in accordance with Annex 1; see Article 6)
- the proper implementation and/or achievement can be substantiated by adequate records and supporting documents (see Article 20) that will be produced upon request (see Article 19) or in the context of checks, reviews, audits and investigations (see Article 25).

In case of recoveries (see Article 22), beneficiaries will be held responsible also for the lump sum contributions declared for their affiliated entities (if any).

21.3 Currency for financial statements and conversion into euros

The financial statements must be drafted in euro.

21.4 Reporting language

The reporting must be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

21.5 Consequences of non-compliance

If a report submitted does not comply with this Article, the granting authority may suspend the payment deadline (see Article 29) and apply other measures described in Chapter 5.

If the coordinator breaches its reporting obligations, the granting authority may terminate the grant or the coordinator's participation (see Article 32) or apply other measures described in Chapter 5.

ARTICLE 22 — PAYMENTS AND RECOVERIES — CALCULATION OF AMOUNTS DUE

22.1 Payments and payment arrangements

Payments will be made in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2).

They will be made in euro to the bank account indicated by the coordinator (see Data Sheet, Point 4.2) and must be distributed without unjustified delay (restrictions may apply to distribution of the initial prefinancing payment; see Data Sheet, Point 4.2).

Payments to this bank account will discharge the granting authority from its payment obligation.

The cost of payment transfers will be borne as follows:

- the granting authority bears the cost of transfers charged by its bank
- the beneficiary bears the cost of transfers charged by its bank
- the party causing a repetition of a transfer bears all costs of the repeated transfer.

Payments by the granting authority will be considered to have been carried out on the date when they are debited to its account.

22.2 Recoveries

Recoveries will be made, if — at beneficiary termination, final payment or afterwards — it turns out that the granting authority has paid too much and needs to recover the amounts undue.

The general liability regime for recoveries (first-line liability) is as follows: At final payment, the coordinator will be fully liable for recoveries, even if it has not been the final recipient of the undue amounts. At beneficiary termination or after final payment, recoveries will be made directly against the beneficiaries concerned.

Beneficiaries will be fully liable for repaying the debts of their affiliated entities.

In case of enforced recoveries (see Article 22.4):

- the beneficiaries will be jointly and severally liable for repaying debts of another beneficiary under the Agreement (including late-payment interest), if required by the granting authority (see Data Sheet, Point 4.4)
- affiliated entities will be held liable for repaying debts of their beneficiaries under the Agreement (including late-payment interest), if required by the granting authority (see Data Sheet, Point 4.4).

22.3 Amounts due

22.3.1 Prefinancing payments

The aim of the prefinancing is to provide the beneficiaries with a float.

It remains the property of the EU until the final payment.

For **initial prefinancements** (if any), the amount due, schedule and modalities are set out in the Data Sheet (see Point 4.2).

For **additional prefinancements** (if any), the amount due, schedule and modalities are also set out in the Data Sheet (see Point 4.2). However, if the statement on the use of the previous prefinancing payment shows that less than 70% was used, the amount set out in the Data Sheet will be reduced by the difference between the 70% threshold and the amount used.

Prefinancing payments (or parts of them) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

22.3.2 Amount due at beneficiary termination — Recovery

In case of beneficiary termination, the granting authority will determine the provisional amount due for the beneficiary concerned.

This will be done on the basis of work packages already completed in previous interim payments. Payments for ongoing/not yet completed work packages which the beneficiary was working on before termination (if any) will therefore be made only later on, with the next interim or final payments when those work packages have been completed.

The **amount due** will be calculated in the following step:

Step 1 — Calculation of the total accepted EU contribution

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the 'accepted EU contribution' for the beneficiary, on the basis of the beneficiary's lump sum contributions for the work packages which were approved in previous interim payments.

After that, the granting authority will take into account grant reductions (if any). The resulting amount is the 'total accepted EU contribution' for the beneficiary.

The **balance** is then calculated by deducting the payments received (if any; see report on the distribution of payments in Article 32), from the total accepted EU contribution:

$$\begin{aligned} &\{\text{total accepted EU contribution for the beneficiary} \\ &\text{minus} \\ &\{\text{prefinancing and interim payments received (if any)}\} \}. \end{aligned}$$

If the balance is **negative**, it will be **recovered** in accordance with the following procedure:

The granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to recover, the amount due, the amount to be recovered and the reasons why and
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered and ask this amount to be paid to the coordinator (**confirmation letter**).

22.3.3 Interim payments

Interim payments reimburse the eligible lump sum contributions claimed for work packages implemented during the reporting periods (if any).

Interim payments (if any) will be made in accordance with the schedule and modalities set out the Data Sheet (see Point 4.2).

Payment is subject to the approval of the periodic report and the work packages declared. Their approval does not imply recognition of compliance, authenticity, completeness or correctness of their content.

Incomplete work packages and work packages that have not been delivered or cannot be approved will be rejected (see Article 27).

The **interim payment** will be calculated by the granting authority in the following steps:

Step 1 — Calculation of the total accepted EU contribution

Step 2 — Limit to the interim payment ceiling

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the ‘accepted EU contribution’ for the action for the reporting period, by calculating the lump sum contributions for the approved work packages.

After that, the granting authority will take into account grant reductions from beneficiary termination (if any). The resulting amount is the ‘total accepted EU contribution’.

Step 2 — Limit to the interim payment ceiling

The resulting amount is then capped to ensure that the total amount of prefinancing and interim payments (if any) does not exceed the interim payment ceiling set out in the Data Sheet (see Point 4.2).

Interim payments (or parts of them) may be offset (without the beneficiaries’ consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

22.3.4 Final payment — Final grant amount — Revenues and Profit — Recovery

The final payment (payment of the balance) reimburses the remaining eligible lump sum contributions claimed for the implemented work packages (if any).

The final payment will be made in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2).

Payment is subject to the approval of the final periodic report and the work packages declared. Their approval does not imply recognition of compliance, authenticity, completeness or correctness of their content.

Work packages (or parts of them) that have not been delivered or cannot be approved will be rejected (see Article 27).

The **final grant amount for the action** will be calculated in the following steps:

Step 1 — Calculation of the total accepted EU contribution

Step 2 — Limit to the maximum grant amount

Step 3 — Reduction due to the no-profit rule

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the ‘accepted EU contribution’ for the action for all reporting periods, by calculating the lump sum contributions for the approved work packages.

After that, the granting authority will take into account grant reductions (if any). The resulting amount is the ‘total accepted EU contribution’.

Step 2 — Limit to the maximum grant amount

Not applicable

Step 3 — Reduction due to the no-profit rule

Not applicable

The **balance** (final payment) is then calculated by deducting the total amount of prefinancing and interim payments already made (if any), from the final grant amount:

$$\begin{aligned} &\{\text{final grant amount} \\ &\text{minus} \\ &\{\text{prefinancing and interim payments made (if any)}\}\}. \end{aligned}$$

If the balance is **positive**, it will be **paid** to the coordinator.

The final payment (or part of it) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

If the balance is **negative**, it will be **recovered** in accordance with the following procedure:

The granting authority will send a **pre-information letter** to the coordinator:

- formally notifying the intention to recover, the final grant amount, the amount to be recovered and the reasons why
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered (**confirmation letter**), together with a **debit note** with the terms and date for payment.

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

22.3.5 Audit implementation after final payment — Revised final grant amount — Recovery

If — after the final payment (in particular, after checks, reviews, audits or investigations; see Article 25) — the granting authority rejects lump sum contributions (see Article 27) or reduces the grant (see Article 28), it will calculate the **revised final grant amount** for the beneficiary concerned.

The **beneficiary revised final grant amount** will be calculated in the following step:

Step 1 — Calculation of the revised total accepted EU contribution

Step 1 — Calculation of the revised total accepted EU contribution

The granting authority will first calculate the 'revised accepted EU contribution' for the beneficiary, by calculating the 'revised accepted contributions'.

After that, it will take into account grant reductions (if any). The resulting 'revised total accepted EU contribution' is the beneficiary revised final grant amount.

If the revised final grant amount is lower than the beneficiary's final grant amount (i.e. its share in the final grant amount for the action), it will be **recovered** in accordance with the following procedure:

The **beneficiary final grant amount** (i.e. share in the final grant amount for the action) is calculated as follows:

{total accepted EU contribution for the beneficiary
divided by

total accepted EU contribution for the action}
multiplied by
final grant amount for the action}.

The granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to recover, the amount to be recovered and the reasons why and
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered (**confirmation letter**), together with a **debit note** with the terms and the date for payment.

Recoveries against affiliated entities (if any) will be handled through their beneficiaries.

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

22.4 Enforced recovery

If payment is not made by the date specified in the debit note, the amount due will be recovered:

- (a) by offsetting the amount — without the coordinator or beneficiary's consent — against any amounts owed to the coordinator or beneficiary by the granting authority.

In exceptional circumstances, to safeguard the EU financial interests, the amount may be offset before the payment date specified in the debit note.

For grants where the granting authority is the European Commission or an EU executive agency, debts may also be offset against amounts owed by other Commission services or executive agencies.

- (b) by drawing on the financial guarantee(s) (if any)
- (c) by holding other beneficiaries jointly and severally liable (if any; see Data Sheet, Point 4.4)
- (d) by holding affiliated entities jointly and severally liable (if any, see Data Sheet, Point 4.4)
- (e) by taking legal action (see Article 43) or, provided that the granting authority is the European Commission or an EU executive agency, by adopting an enforceable decision under Article 299 of the Treaty on the Functioning of the EU (TFEU) and Article 100(2) of EU Financial Regulation 2018/1046.

The amount to be recovered will be increased by **late-payment interest** at the rate set out in Article 23.5, from the day following the payment date in the debit note, up to and including the date the full payment is received.

Partial payments will be first credited against expenses, charges and late-payment interest and then against the principal.

Bank charges incurred in the recovery process will be borne by the beneficiary, unless Directive 2015/2366¹⁵ applies.

For grants where the granting authority is an EU executive agency, enforced recovery by offsetting or enforceable decision will be done by the services of the European Commission (see also Article 43).

22.5 Consequences of non-compliance

22.5.1 If the granting authority does not pay within the payment deadlines (see above), the beneficiaries are entitled to **late-payment interest** at the reference rate applied by the European Central Bank (ECB) for its main refinancing operations in euros, plus the percentage specified in the Data Sheet (Point 4.2). The ECB reference rate to be used is the rate in force on the first day of the month in which the payment deadline expires, as published in the C series of the *Official Journal of the European Union*.

If the late-payment interest is lower than or equal to EUR 200, it will be paid to the coordinator only on request submitted within two months of receiving the late payment.

Late-payment interest is not due if all beneficiaries are EU Member States (including regional and local government authorities or other public bodies acting on behalf of a Member State for the purpose of this Agreement).

If payments or the payment deadline are suspended (see Articles 29 and 30), payment will not be considered as late.

Late-payment interest covers the period running from the day following the due date for payment (see above), up to and including the date of payment.

Late-payment interest is not considered for the purposes of calculating the final grant amount.

22.5.2 If the coordinator breaches any of its obligations under this Article, the grant may be reduced (see Article 28) and the grant or the coordinator may be terminated (see Article 32).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 23 — GUARANTEES

23.1 Prefinancing guarantee

If required by the granting authority (see Data Sheet, Point 4.2), the beneficiaries must provide (one or more) prefinancing guarantee(s) in accordance with the timing and the amounts set out in the Data Sheet.

The coordinator must submit them to the granting authority in due time before the prefinancing they are linked to.

The guarantees must be drawn up using the template published on the Portal and fulfil the following conditions:

¹⁵ Directive (EU) 2015/2366 of the European Parliament and of the Council of 25 November 2015 on payment services in the internal market, amending Directives 2002/65/EC, 2009/110/EC and 2013/36/EU and Regulation (EU) No 1093/2010, and repealing Directive 2007/64/EC (OJ L 337, 23.12.2015, p. 35).



- (a) be provided by a bank or approved financial institution established in the EU or — if requested by the coordinator and accepted by the granting authority — by a third party or a bank or financial institution established outside the EU offering equivalent security
- (b) the guarantor stands as first-call guarantor and does not require the granting authority to first have recourse against the principal debtor (i.e. the beneficiary concerned) and
- (c) remain explicitly in force until the final payment and, if the final payment takes the form of a recovery, until five months after the debit note is notified to a beneficiary.

They will be released within the following month.

23.2 Consequences of non-compliance

If the beneficiaries breach their obligation to provide the prefinancing guarantee, the prefinancing will not be paid.

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 24 — CERTIFICATES

Not applicable

ARTICLE 25 — CHECKS, REVIEWS, AUDITS AND INVESTIGATIONS — EXTENSION OF FINDINGS

25.1 Granting authority checks, reviews and audits

25.1.1 Internal checks

The granting authority may — during the action or afterwards — check the proper implementation of the action and compliance with the obligations under the Agreement, including assessing lump sum contributions, deliverables and reports.

25.1.2 Project reviews

The granting authority may carry out reviews on the proper implementation of the action and compliance with the obligations under the Agreement (general project reviews or specific issues reviews).

Such project reviews may be started during the implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the coordinator or beneficiary concerned and will be considered to start on the date of the notification.

If needed, the granting authority may be assisted by independent, outside experts. If it uses outside experts, the coordinator or beneficiary concerned will be informed and have the right to object on grounds of commercial confidentiality or conflict of interest.

The coordinator or beneficiary concerned must cooperate diligently and provide — within the deadline requested — any information and data in addition to deliverables and reports already submitted. The granting authority may request beneficiaries to provide such information to it directly. Sensitive information and documents will be treated in accordance with Article 13.

The coordinator or beneficiary concerned may be requested to participate in meetings, including with the outside experts.

For **on-the-spot visits**, the beneficiary concerned must allow access to sites and premises (including to the outside experts) and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the review findings, a **project review report** will be drawn up.

The granting authority will formally notify the project review report to the coordinator or beneficiary concerned, which has 30 days from receiving notification to make observations.

Project reviews (including project review reports) will be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

25.1.3 Audits

The granting authority may carry out audits on the proper implementation of the action and compliance with the obligations under the Agreement.

Such audits may be started during the implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the beneficiary concerned and will be considered to start on the date of the notification.

The granting authority may use its own audit service, delegate audits to a centralised service or use external audit firms. If it uses an external firm, the beneficiary concerned will be informed and have the right to object on grounds of commercial confidentiality or conflict of interest.

The beneficiary concerned must cooperate diligently and provide — within the deadline requested — any information (including complete accounts, individual salary statements or other personal data) to verify compliance with the Agreement. Sensitive information and documents will be treated in accordance with Article 13.

For **on-the-spot** visits, the beneficiary concerned must allow access to sites and premises (including for the external audit firm) and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the audit findings, a **draft audit report** will be drawn up.

The auditors will formally notify the draft audit report to the beneficiary concerned, which has 30 days from receiving notification to make observations (contradictory audit procedure).

The **final audit report** will take into account observations by the beneficiary concerned and will be formally notified to them.

Audits (including audit reports) will be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

25.2 European Commission checks, reviews and audits in grants of other granting authorities

Where the granting authority is not the European Commission, the latter has the same rights of checks, reviews and audits as the granting authority.

25.3 Access to records for assessing simplified forms of funding

The beneficiaries must give the European Commission access to their statutory records for the periodic assessment of simplified forms of funding which are used in EU programmes.

25.4 OLAF, EPPO and ECA audits and investigations

The following bodies may also carry out checks, reviews, audits and investigations — during the action or afterwards:

- the European Anti-Fraud Office (OLAF) under Regulations No 883/2013¹⁶ and No 2185/96¹⁷
- the European Public Prosecutor's Office (EPPO) under Regulation 2017/1939
- the European Court of Auditors (ECA) under Article 287 of the Treaty on the Functioning of the EU (TFEU) and Article 257 of EU Financial Regulation 2018/1046.

If requested by these bodies, the beneficiary concerned must provide full, accurate and complete information in the format requested (including complete accounts, individual salary statements or other personal data, including in electronic format) and allow access to sites and premises for on-the-spot visits or inspections — as provided for under these Regulations.

To this end, the beneficiary concerned must keep all relevant information relating to the action, at least until the time-limit set out in the Data Sheet (Point 6) and, in any case, until any ongoing checks, reviews, audits, investigations, litigation or other pursuits of claims have been concluded.

25.5 Consequences of checks, reviews, audits and investigations — Extension of findings

25.5.1 Consequences of checks, reviews, audits and investigations in this grant

Findings in checks, reviews, audits or investigations carried out in the context of this grant may lead to rejections (see Article 27), grant reduction (see Article 28) or other measures described in Chapter 5.

Rejections or grant reductions after the final payment will lead to a revised final grant amount (see Article 22).

Findings in checks, reviews, audits or investigations during the action implementation may lead to a request for amendment (see Article 39), to change the description of the action set out in Annex 1.

¹⁶ Regulation (EU, Euratom) No 883/2013 of the European Parliament and of the Council of 11 September 2013 concerning investigations conducted by the European Anti-Fraud Office (OLAF) and repealing Regulation (EC) No 1073/1999 of the European Parliament and of the Council and Council Regulation (Euratom) No 1074/1999 (OJ L 248, 18/09/2013, p. 1).

¹⁷ Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities (OJ L 292, 15/11/1996, p. 2).



Checks, reviews, audits or investigations that find systemic or recurrent errors, irregularities, fraud or breach of obligations in any EU grant may also lead to consequences in other EU grants awarded under similar conditions ('extension to other grants').

Moreover, findings arising from an OLAF or EPPO investigation may lead to criminal prosecution under national law.

25.5.2 Extension from other grants

Findings of checks, reviews, audits or investigations in other grants may be extended to this grant, if:

- (a) the beneficiary concerned is found, in other EU grants awarded under similar conditions, to have committed systemic or recurrent errors, irregularities, fraud or breach of obligations that have a material impact on this grant and
- (b) those findings are formally notified to the beneficiary concerned — together with the list of grants affected by the findings — within the time-limit for audits set out in the Data Sheet (see Point 6).

The granting authority will formally notify the beneficiary concerned of the intention to extend the findings and the list of grants affected.

If the extension concerns **rejections of lump sum contributions**: the notification will include:

- (a) an invitation to submit observations on the list of grants affected by the findings
- (b) the request to submit revised financial statements for all grants affected
- (c) the correction rate for extrapolation, established on the basis of the systemic or recurrent errors, to calculate the amounts to be rejected, if the beneficiary concerned:
 - (i) considers that the submission of revised financial statements is not possible or practicable or
 - (ii) does not submit revised financial statements.

If the extension concerns **grant reductions**: the notification will include:

- (a) an invitation to submit observations on the list of grants affected by the findings and
- (b) the **correction rate for extrapolation**, established on the basis of the systemic or recurrent errors and the principle of proportionality.

The beneficiary concerned has **60 days** from receiving notification to submit observations, revised financial statements or to propose a duly substantiated **alternative correction method/rate**.

On the basis of this, the granting authority will analyse the impact and decide on the implementation (i.e. start rejection or grant reduction procedures, either on the basis of the revised financial statements or the announced/alternative method/rate or a mix of those; see Articles 27 and 28).

25.6 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, lump sum contributions insufficiently

substantiated will be ineligible (see Article 6) and will be rejected (see Article 27), and the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 26 — IMPACT EVALUATIONS

26.1 Impact evaluation

The granting authority may carry out impact evaluations of the action, measured against the objectives and indicators of the EU programme funding the grant.

Such evaluations may be started during implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the coordinator or beneficiaries and will be considered to start on the date of the notification.

If needed, the granting authority may be assisted by independent outside experts.

The coordinator or beneficiaries must provide any information relevant to evaluate the impact of the action, including information in electronic format.

26.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the granting authority may apply the measures described in Chapter 5.

CHAPTER 5 CONSEQUENCES OF NON-COMPLIANCE

SECTION 1 REJECTIONS AND GRANT REDUCTION

ARTICLE 27 — REJECTION OF CONTRIBUTIONS

27.1 Conditions

The granting authority will — at interim payment, final payment or afterwards — reject any lump sum contributions which are ineligible (see Article 6), in particular following checks, reviews, audits or investigations (see Article 25).

The rejection may also be based on the extension of findings from other grants to this grant (see Article 25).

Ineligible lump sum contributions will be rejected.

27.2 Procedure

If the rejection does not lead to a recovery, the granting authority will formally notify the coordinator or beneficiary concerned of the rejection, the amounts and the reasons why. The coordinator or beneficiary concerned may — within 30 days of receiving notification — submit observations if it disagrees with the rejection (payment review procedure).

If the rejection leads to a recovery, the granting authority will follow the contradictory procedure with pre-information letter set out in Article 22.

27.3 Effects

If the granting authority rejects lump sum contributions, it will deduct them from the lump sum contributions declared and then calculate the amount due (and, if needed, make a recovery; see Article 22).

ARTICLE 28 — GRANT REDUCTION

28.1 Conditions

The granting authority may — at beneficiary termination, final payment or afterwards — reduce the grant for a beneficiary, if:

- (a) the beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or
- (b) the beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5).

The amount of the reduction will be calculated for each beneficiary concerned and proportionate to the seriousness and the duration of the errors, irregularities or fraud or breach of obligations, by applying an individual reduction rate to their accepted EU contribution.

28.2 Procedure

If the grant reduction does not lead to a recovery, the granting authority will formally notify the coordinator or beneficiary concerned of the reduction, the amount to be reduced and the reasons why. The coordinator or beneficiary concerned may — within 30 days of receiving notification — submit observations if it disagrees with the reduction (payment review procedure).

If the grant reduction leads to a recovery, the granting authority will follow the contradictory procedure with pre-information letter set out in Article 22.

28.3 Effects

If the granting authority reduces the grant, it will deduct the reduction and then calculate the amount due (and, if needed, make a recovery; see Article 22).

SECTION 2 — SUSPENSION AND TERMINATION

ARTICLE 29 — PAYMENT DEADLINE SUSPENSION

29.1 Conditions

The granting authority may — at any moment — suspend the payment deadline if a payment cannot be processed because:

- (a) the required report (see Article 21) has not been submitted or is not complete or additional information is needed
- (b) there are doubts about the amount to be paid (e.g. ongoing extension procedure, queries about eligibility, need for a grant reduction, etc.) and additional checks, reviews, audits or investigations are necessary, or
- (c) there are other issues affecting the EU financial interests.

29.2 Procedure

The granting authority will formally notify the coordinator of the suspension and the reasons why.

The suspension will **take effect** the day the notification is sent.

If the conditions for suspending the payment deadline are no longer met, the suspension will be **lifted** — and the remaining time to pay (see Data Sheet, Point 4.2) will resume.

If the suspension exceeds two months, the coordinator may request the granting authority to confirm if the suspension will continue.

If the payment deadline has been suspended due to the non-compliance of the report and the revised report is not submitted (or was submitted but is also rejected), the granting authority may also terminate the grant or the participation of the coordinator (see Article 32).

ARTICLE 30 — PAYMENT SUSPENSION

30.1 Conditions

The granting authority may — at any moment — suspend payments, in whole or in part for one or more beneficiaries, if:

- (a) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed or is suspected of having committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or



- (b) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5).

If payments are suspended for one or more beneficiaries, the granting authority will make partial payment(s) for the part(s) not suspended. If suspension concerns the final payment, the payment (or recovery) of the remaining amount after suspension is lifted will be considered to be the payment that closes the action.

30.2 Procedure

Before suspending payments, the granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to suspend payments and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the suspension (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

At the end of the suspension procedure, the granting authority will also inform the coordinator.

The suspension will **take effect** the day after the confirmation notification is sent.

If the conditions for resuming payments are met, the suspension will be **lifted**. The granting authority will formally notify the beneficiary concerned (and the coordinator) and set the suspension end date.

During the suspension, no prefinancing will be paid to the beneficiaries concerned. For interim payments, the periodic reports for all reporting periods except the last one (see Article 21) must not contain any financial statements from the beneficiary concerned (or its affiliated entities). The coordinator must include them in the next periodic report after the suspension is lifted or — if suspension is not lifted before the end of the action — in the last periodic report.

ARTICLE 31 — GRANT AGREEMENT SUSPENSION

31.1 Consortium-requested GA suspension

31.1.1 Conditions and procedure

The beneficiaries may request the suspension of the grant or any part of it, if exceptional circumstances — in particular *force majeure* (see Article 35) — make implementation impossible or excessively difficult.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why

- the date the suspension takes effect; this date may be before the date of the submission of the amendment request and
- the expected date of resumption.

The suspension will **take effect** on the day specified in the amendment.

Once circumstances allow for implementation to resume, the coordinator must immediately request another **amendment** of the Agreement to set the suspension end date, the resumption date (one day after suspension end date), extend the duration and make other changes necessary to adapt the action to the new situation (see Article 39) — unless the grant has been terminated (see Article 32). The suspension will be **lifted** with effect from the suspension end date set out in the amendment. This date may be before the date of the submission of the amendment request.

During the suspension, no prefinancing will be paid. Moreover, no work may be done. Ongoing work packages must be interrupted and no new work packages may be started.

31.2 EU-initiated GA suspension

31.2.1 Conditions

The granting authority may suspend the grant or any part of it, if:

- (a) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed or is suspected of having committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or
- (b) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5)
- (c) other:
 - (i) linked action issues: not applicable
 - (ii) additional GA suspension grounds: not applicable.

31.2.2 Procedure

Before suspending the grant, the granting authority will send a **pre-information letter** to the coordinator:

- formally notifying the intention to suspend the grant and the reasons why and

- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the suspension (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

The suspension will **take effect** the day after the confirmation notification is sent (or on a later date specified in the notification).

Once the conditions for resuming implementation of the action are met, the granting authority will formally notify the coordinator a **lifting of suspension letter**, in which it will set the suspension end date and invite the coordinator to request an amendment of the Agreement to set the resumption date (one day after suspension end date), extend the duration and make other changes necessary to adapt the action to the new situation (see Article 39) — unless the grant has been terminated (see Article 32). The suspension will be **lifted** with effect from the suspension end date set out in the lifting of suspension letter. This date may be before the date on which the letter is sent.

During the suspension, no prefinancing will be paid. Moreover, no work may be done. Ongoing work packages must be interrupted and no new work packages may be started.

The beneficiaries may not claim damages due to suspension by the granting authority (see Article 33).

Grant suspension does not affect the granting authority's right to terminate the grant or a beneficiary (see Article 32) or reduce the grant (see Article 28).

ARTICLE 32 — GRANT AGREEMENT OR BENEFICIARY TERMINATION

32.1 Consortium-requested GA termination

32.1.1 Conditions and procedure

The beneficiaries may request the termination of the grant.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the date the consortium ends work on the action ('end of work date') and
- the date the termination takes effect ('termination date'); this date must be after the date of the submission of the amendment request.

The termination will **take effect** on the termination date specified in the amendment.

If no reasons are given or if the granting authority considers the reasons do not justify termination, it may consider the grant terminated improperly.

32.1.2 Effects

The coordinator must — within 60 days from when termination takes effect — submit a **periodic report** (for the open reporting period until termination).

The granting authority will calculate the final grant amount and final payment on the basis of the

report submitted and taking into account the lump sum contributions for activities implemented before the end of work date (see Article 22). Partial lump sum contributions for work packages that were not completed (e.g. due to technical reasons) may exceptionally be taken into account.

If the granting authority does not receive the report within the deadline, only lump sum contributions which are included in an approved periodic report will be taken into account (no contributions if no periodic report was ever approved).

Improper termination may lead to a grant reduction (see Article 28).

After termination, the beneficiaries' obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

32.2 Consortium-requested beneficiary termination

32.2.1 Conditions and procedure

The coordinator may request the termination of the participation of one or more beneficiaries, on request of the beneficiary concerned or on behalf of the other beneficiaries.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the opinion of the beneficiary concerned (or proof that this opinion has been requested in writing)
- the date the beneficiary ends work on the action ('end of work date')
- the date the termination takes effect ('termination date'); this date must be after the date of the submission of the amendment request.

If the termination concerns the coordinator and is done without its agreement, the amendment request must be submitted by another beneficiary (acting on behalf of the consortium).

The termination will **take effect** on the termination date specified in the amendment.

If no information is given or if the granting authority considers that the reasons do not justify termination, it may consider the beneficiary to have been terminated improperly.

32.2.2 Effects

The coordinator must — within 60 days from when termination takes effect — submit:

- (i) a **report on the distribution of payments** to the beneficiary concerned
- (ii) a **termination report** from the beneficiary concerned, for the open reporting period until termination, containing an overview of the progress of the work
- (iii) a second **request for amendment** (see Article 39) with other amendments needed (e.g.

reallocation of the tasks and the estimated budget of the terminated beneficiary; addition of a new beneficiary to replace the terminated beneficiary; change of coordinator, etc.).

The granting authority will calculate the amount due to the beneficiary on the basis of the reports submitted in previous interim payments (i.e. beneficiary's lump sum contributions for completed and approved work packages).

Lump sum contributions for ongoing/not yet completed work packages will have to be included in the periodic report for the next reporting periods when those work packages have been completed.

If the granting authority does not receive the report on the distribution of payments within the deadline, it will consider that:

- the coordinator did not distribute any payment to the beneficiary concerned and that
- the beneficiary concerned must not repay any amount to the coordinator.

If the second request for amendment is accepted by the granting authority, the Agreement is **amended** to introduce the necessary changes (see Article 39).

If the second request for amendment is rejected by the granting authority (because it calls into question the decision awarding the grant or breaches the principle of equal treatment of applicants), the grant may be terminated (see Article 32).

Improper termination may lead to a reduction of the grant (see Article 31) or grant termination (see Article 32).

After termination, the concerned beneficiary's obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

32.3 EU-initiated GA or beneficiary termination

32.3.1 Conditions

The granting authority may terminate the grant or the participation of one or more beneficiaries, if:

- (a) one or more beneficiaries do not accede to the Agreement (see Article 40)
- (b) a change to the action or the legal, financial, technical, organisational or ownership situation of a beneficiary is likely to substantially affect the implementation of the action or calls into question the decision to award the grant (including changes linked to one of the exclusion grounds listed in the declaration of honour)
- (c) following termination of one or more beneficiaries, the necessary changes to the Agreement (and their impact on the action) would call into question the decision awarding the grant or breach the principle of equal treatment of applicants
- (d) implementation of the action has become impossible or the changes necessary for its continuation would call into question the decision awarding the grant or breach the principle of equal treatment of applicants



- (e) a beneficiary (or person with unlimited liability for its debts) is subject to bankruptcy proceedings or similar (including insolvency, winding-up, administration by a liquidator or court, arrangement with creditors, suspension of business activities, etc.)
- (f) a beneficiary (or person with unlimited liability for its debts) is in breach of social security or tax obligations
- (g) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has been found guilty of grave professional misconduct
- (h) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed fraud, corruption, or is involved in a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking
- (i) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) was created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin (or created another entity with this purpose)
- (j) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.)
- (k) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5)
- (l) despite a specific request by the granting authority, a beneficiary does not request — through the coordinator — an amendment to the Agreement to end the participation of one of its affiliated entities or associated partners that is in one of the situations under points (d), (f), (e), (g), (h), (i) or (j) and to reallocate its tasks, or
- (m) other:
 - (i) linked action issues: not applicable
 - (ii) additional GA termination grounds: not applicable.

32.3.2 Procedure

Before terminating the grant or participation of one or more beneficiaries, the granting authority will send a **pre-information letter** to the coordinator or beneficiary concerned:

- formally notifying the intention to terminate and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the termination and the date it will take effect (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

For beneficiary terminations, the granting authority will — at the end of the procedure — also inform the coordinator.

The termination will **take effect** the day after the confirmation notification is sent (or on a later date specified in the notification; ‘termination date’).

32.3.3 Effects

(a) for **GA termination**:

The coordinator must — within 60 days from when termination takes effect — submit a **periodic report** (for the last open reporting period until termination).

The granting authority will calculate the final grant amount and final payment on the basis of the report submitted and taking into account the lump sum contributions for activities implemented before termination takes effect (see Article 22). Partial lump sum contributions for work packages that were not completed (e.g. due to technical reasons) may exceptionally be taken into account.

If the grant is terminated for breach of the obligation to submit reports, the coordinator may not submit any report after termination.

If the granting authority does not receive the report within the deadline, only lump sum contributions which are included in an approved periodic report will be taken into account (no contributions if no periodic report was ever approved).

Termination does not affect the granting authority’s right to reduce the grant (see Article 28) or to impose administrative sanctions (see Article 34).

The beneficiaries may not claim damages due to termination by the granting authority (see Article 33).

After termination, the beneficiaries’ obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

(b) for **beneficiary termination**:

The coordinator must — within 60 days from when termination takes effect — submit:

- (i) a **report on the distribution of payments** to the beneficiary concerned
- (ii) a **termination report** from the beneficiary concerned, for the open reporting period until termination, containing an overview of the progress of the work

- (iii) a **request for amendment** (see Article 39) with any amendments needed (e.g. reallocation of the tasks and the estimated budget of the terminated beneficiary; addition of a new beneficiary to replace the terminated beneficiary; change of coordinator, etc.).

The granting authority will calculate the amount due to the beneficiary on the basis of the reports submitted in previous interim payments (i.e. beneficiary's lump sum contributions for completed and approved work packages).

Lump sum contributions for ongoing/not yet completed work packages will have to be included in the periodic report for the next reporting periods when those work packages have been completed.

If the granting authority does not receive the report on the distribution of payments within the deadline, it will consider that:

- the coordinator did not distribute any payment to the beneficiary concerned and that
- the beneficiary concerned must not repay any amount to the coordinator.

If the request for amendment is accepted by the granting authority, the Agreement is **amended** to introduce the necessary changes (see Article 39).

If the request for amendment is rejected by the granting authority (because it calls into question the decision awarding the grant or breaches the principle of equal treatment of applicants), the grant may be terminated (see Article 32).

After termination, the concerned beneficiary's obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

SECTION 3 OTHER CONSEQUENCES: DAMAGES AND ADMINISTRATIVE SANCTIONS

ARTICLE 33 — DAMAGES

33.1 Liability of the granting authority

The granting authority cannot be held liable for any damage caused to the beneficiaries or to third parties as a consequence of the implementation of the Agreement, including for gross negligence.

The granting authority cannot be held liable for any damage caused by any of the beneficiaries or other participants involved in the action, as a consequence of the implementation of the Agreement.

33.2 Liability of the beneficiaries

The beneficiaries must compensate the granting authority for any damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement, provided that it was caused by gross negligence or wilful act.

The liability does not extend to indirect or consequential losses or similar damage (such as loss of profit, loss of revenue or loss of contracts), provided such damage was not caused by wilful act or by a breach of confidentiality.

ARTICLE 34 — ADMINISTRATIVE SANCTIONS AND OTHER MEASURES

Nothing in this Agreement may be construed as preventing the adoption of administrative sanctions (i.e. exclusion from EU award procedures and/or financial penalties) or other public law measures, in addition or as an alternative to the contractual measures provided under this Agreement (see, for instance, Articles 135 to 145 EU Financial Regulation 2018/1046 and Articles 4 and 7 of Regulation 2988/95¹⁸).

SECTION 4 FORCE MAJEURE

ARTICLE 35 — FORCE MAJEURE

A party prevented by force majeure from fulfilling its obligations under the Agreement cannot be considered in breach of them.

‘Force majeure’ means any situation or event that:

- prevents either party from fulfilling their obligations under the Agreement,
- was unforeseeable, exceptional situation and beyond the parties’ control,
- was not due to error or negligence on their part (or on the part of other participants involved in the action), and
- proves to be inevitable in spite of exercising all due diligence.

Any situation constituting force majeure must be formally notified to the other party without delay, stating the nature, likely duration and foreseeable effects.

The parties must immediately take all the necessary steps to limit any damage due to force majeure and do their best to resume implementation of the action as soon as possible.

CHAPTER 6 FINAL PROVISIONS

ARTICLE 36 — COMMUNICATION BETWEEN THE PARTIES

36.1 Forms and means of communication — Electronic management

EU grants are managed fully electronically through the EU Funding & Tenders Portal (‘Portal’).

All communications must be made electronically through the Portal in accordance with the Portal Terms and Conditions and using the forms and templates provided there (except if explicitly instructed otherwise by the granting authority).

¹⁸ Council Regulation (EC, Euratom) No 2988/95 of 18 December 1995 on the protection of the European Communities financial interests (OJ L 312, 23.12.1995, p. 1).

Communications must be made in writing and clearly identify the grant agreement (project number and acronym).

Communications must be made by persons authorised according to the Portal Terms and Conditions. For naming the authorised persons, each beneficiary must have designated — before the signature of this Agreement — a ‘legal entity appointed representative (LEAR)’. The role and tasks of the LEAR are stipulated in their appointment letter (see Portal Terms and Conditions).

If the electronic exchange system is temporarily unavailable, instructions will be given on the Portal.

36.2 Date of communication

The sending date for communications made through the Portal will be the date and time of sending, as indicated by the time logs.

The receiving date for communications made through the Portal will be the date and time the communication is accessed, as indicated by the time logs. Formal notifications that have not been accessed within 10 days after sending, will be considered to have been accessed (see Portal Terms and Conditions).

If a communication is exceptionally made on paper (by e-mail or postal service), general principles apply (i.e. date of sending/receipt). Formal notifications by registered post with proof of delivery will be considered to have been received either on the delivery date registered by the postal service or the deadline for collection at the post office.

If the electronic exchange system is temporarily unavailable, the sending party cannot be considered in breach of its obligation to send a communication within a specified deadline.

36.3 Addresses for communication

The Portal can be accessed via the Europa website.

The address for paper communications to the granting authority (if exceptionally allowed) is the official mailing address indicated on its website.

For beneficiaries, it is the legal address specified in the Portal Participant Register.

ARTICLE 37 — INTERPRETATION OF THE AGREEMENT

The provisions in the Data Sheet take precedence over the rest of the Terms and Conditions of the Agreement.

Annex 5 takes precedence over the Terms and Conditions.

The Terms and Conditions take precedence over the Annexes other than Annex 5.

Annex 2 takes precedence over Annex 1.

ARTICLE 38 — CALCULATION OF PERIODS AND DEADLINES

In accordance with Regulation No 1182/71¹⁹, periods expressed in days, months or years are calculated from the moment the triggering event occurs.

The day during which that event occurs is not considered as falling within the period.

‘Days’ means calendar days, not working days.

ARTICLE 39 — AMENDMENTS

39.1 Conditions

The Agreement may be amended, unless the amendment entails changes to the Agreement which would call into question the decision awarding the grant or breach the principle of equal treatment of applicants.

Amendments may be requested by any of the parties.

39.2 Procedure

The party requesting an amendment must submit a request for amendment signed directly in the Portal Amendment tool.

The coordinator submits and receives requests for amendment on behalf of the beneficiaries (see Annex 3). If a change of coordinator is requested without its agreement, the submission must be done by another beneficiary (acting on behalf of the other beneficiaries).

The request for amendment must include:

- the reasons why
- the appropriate supporting documents and
- for a change of coordinator without its agreement: the opinion of the coordinator (or proof that this opinion has been requested in writing).

The granting authority may request additional information.

If the party receiving the request agrees, it must sign the amendment in the tool within 45 days of receiving notification (or any additional information the granting authority has requested). If it does not agree, it must formally notify its disagreement within the same deadline. The deadline may be extended, if necessary for the assessment of the request. If no notification is received within the deadline, the request is considered to have been rejected.

An amendment **enters into force** on the day of the signature of the receiving party.

An amendment **takes effect** on the date of entry into force or other date specified in the amendment.

ARTICLE 40 — ACCESSION AND ADDITION OF NEW BENEFICIARIES

¹⁹ Regulation (EEC, Euratom) No 1182/71 of the Council of 3 June 1971 determining the rules applicable to periods, dates and time-limits (OJ L 124, 8/6/1971, p. 1).

40.1 Accession of the beneficiaries mentioned in the Preamble

The beneficiaries which are not coordinator must accede to the grant by signing the accession form (see Annex 3) directly in the Portal Grant Preparation tool, within 30 days after the entry into force of the Agreement (see Article 44).

They will assume the rights and obligations under the Agreement with effect from the date of its entry into force (see Article 44).

If a beneficiary does not accede to the grant within the above deadline, the coordinator must — within 30 days — request an amendment (see Article 39) to terminate the beneficiary and make any changes necessary to ensure proper implementation of the action. This does not affect the granting authority's right to terminate the grant (see Article 32).

40.2 Addition of new beneficiaries

In justified cases, the beneficiaries may request the addition of a new beneficiary.

For this purpose, the coordinator must submit a request for amendment in accordance with Article 39. It must include an accession form (see Annex 3) signed by the new beneficiary directly in the Portal Amendment tool.

New beneficiaries will assume the rights and obligations under the Agreement with effect from the date of their accession specified in the accession form (see Annex 3).

Additions are also possible in mono-beneficiary grants.

ARTICLE 41 — TRANSFER OF THE AGREEMENT

In justified cases, the beneficiary of a mono-beneficiary grant may request the transfer of the grant to a new beneficiary, provided that this would not call into question the decision awarding the grant or breach the principle of equal treatment of applicants.

The beneficiary must submit a request for **amendment** (see Article 39), with

- the reasons why
- the accession form (see Annex 3) signed by the new beneficiary directly in the Portal Amendment tool and
- additional supporting documents (if required by the granting authority).

The new beneficiary will assume the rights and obligations under the Agreement with effect from the date of accession specified in the accession form (see Annex 3).

ARTICLE 42 — ASSIGNMENTS OF CLAIMS FOR PAYMENT AGAINST THE GRANTING AUTHORITY

The beneficiaries may not assign any of their claims for payment against the granting authority to any third party, except if expressly approved in writing by the granting authority on the basis of a reasoned, written request by the coordinator (on behalf of the beneficiary concerned).

If the granting authority has not accepted the assignment or if the terms of it are not observed, the assignment will have no effect on it.

In no circumstances will an assignment release the beneficiaries from their obligations towards the granting authority.

ARTICLE 43 — APPLICABLE LAW AND SETTLEMENT OF DISPUTES

43.1 Applicable law

The Agreement is governed by the applicable EU law, supplemented if necessary by the law of Belgium.

Special rules may apply for beneficiaries which are international organisations (if any; see Data Sheet, Point 5).

43.2 Dispute settlement

If a dispute concerns the interpretation, application or validity of the Agreement, the parties must bring action before the EU General Court — or, on appeal, the EU Court of Justice — under Article 272 of the Treaty on the Functioning of the EU (TFEU).

For non-EU beneficiaries (if any), such disputes must be brought before the courts of Brussels, Belgium — unless an international agreement provides for the enforceability of EU court judgements.

For beneficiaries with arbitration as special dispute settlement forum (if any; see Data Sheet, Point 5), the dispute will — in the absence of an amicable settlement — be settled in accordance with the Rules for Arbitration published on the Portal.

If a dispute concerns administrative sanctions, offsetting or an enforceable decision under Article 299 TFEU (see Articles 22 and 34), the beneficiaries must bring action before the General Court — or, on appeal, the Court of Justice — under Article 263 TFEU.

For grants where the granting authority is an EU executive agency (see Preamble), actions against offsetting and enforceable decisions must be brought against the European Commission (not against the granting authority; see also Article 22).

ARTICLE 44 — ENTRY INTO FORCE

The Agreement will enter into force on the day of signature by the granting authority or the coordinator, depending on which is later.

SIGNATURES

For the coordinator

For the granting authority



ANNEX 1



Citizens, Equality, Rights and Values Programme (CERV)

Description of the action (DoA)

Part A

Part B

DESCRIPTION OF THE ACTION (PART A)

COVER PAGE

Part A of the Description of the Action (DoA) must be completed directly on the Portal Grant Preparation screens.

PROJECT	
Grant Preparation (General Information screen) — Enter the info.	
Project number:	101156100
Project name:	THE DIVERSITY OF EUROPE
Project acronym:	THE DIVERSITY
Call:	CERV-2023-CITIZENS-TOWN-TT
Topic:	CERV-2023-CITIZENS-TOWN-TT
Type of action:	CERV-LS
Service:	EACEA/B/03
Project starting date:	first day of the month following the entry into force date
Project duration:	12 months

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PROJECT SUMMARY

Project summary

Grant Preparation (General Information screen) — Provide an overall description of your project (including context and overall objectives, planned activities and main achievements, and expected results and impacts (on target groups, change procedures, capacities, innovation etc)). This summary should give readers a clear idea of what your project is about.

Use the project summary from your proposal.

At a time when the resilience of our common European project is being tested by several crises, the need to act to defend and promote our European values is now more urgent than ever.

The subject of the submitted project is the implementation of a three-day event. It focuses on citizens, takes a "bottom-up" approach and gives Europeans a space to name their expectations of the European Union. By specifying activities aimed at education and training, discussions and free debates, it gives citizens a greater say in the creation of future policies and the formulation of the Union's ambitions, thereby increasing its resilience. The participation of citizens will present the diversity of Europe.

Our goal is to encourage optimal cooperation with all countries and contribute to the democratic development of all parts of Europe. Together, we wish to contribute to building a European security architecture based on effective, functionally complementary and mutually reinforcing cooperation and coordination within existing European institutions. In order to preserve and support cultural cohesion, the event will intensify the mutual transmission of values in the area of culture, education, science and information exchange.

All activities implemented within the project are aimed at strengthening economic, political or social stability in the European region. The participating partners take their mutual cooperation as a challenge for themselves and its success as the best proof of their ability to integrate as best as possible into structures such as the EU.

LIST OF PARTICIPANTS

PARTICIPANTS

Grant Preparation (Beneficiaries screen) — Enter the info.

Number	Role	Short name	Legal name	Country	PIC
1	COO	OBEC NEDED	OBEC NEDED	SK	889666541
2	AP	Bóly	Bóly Város Önkormányzata	HU	944722771
3	AP	Törökbálint	Törökbálint Város Önkormányzata	HU	895862610
4	AP	COMUNA CERNAT	COMUNA CERNAT	RO	945833615
5	AP	Obec Vlčany	Municipality of Vlčany	SK	938762994

LIST OF WORK PACKAGES

Work packages						
Grant Preparation (Work Packages screen) — Enter the info.						
Work Package No	Work Package name	Lead Beneficiary	Effort (Person-Months)	Start Month	End Month	Deliverables
WP1	THE DIVERSITY OF EUROPE	1 - OBEC NEDED	1.00	1	12	D1.1 – THE DIVERSITY OF EUROPE

Work package WP1 – THE DIVERSITY OF EUROPE

Work Package Number	WP1	Lead Beneficiary	1 - OBEC NEDED
Work Package Name	THE DIVERSITY OF EUROPE		
Start Month	1	End Month	12

Objectives

Support exchanges between citizens of different countries;
 Provide citizens with practical experience of the richness and diversity of the common heritage of the Union and make them aware that they form the basis for a common future;
 Guarantee peaceful relations between Europeans and ensure their active participation at the local level;
 Strengthen mutual understanding and friendship between European citizens;
 Support cooperation between municipalities and the exchange of best practices;
 Strengthen the role of local and regional authorities in the European integration process.

Description

T1.1 Development of European citizenship -Visions worth following - children's imaginations of the future of the EU, Presentation of projects implemented by municipalities from EU subsidy structures - best practice, Presentation of strategic documents and initiatives - "New EUropean Bauhaus Initiative", "EIGE-European Institute for Gender Equality", EU Strategy in the field of children's rights, "Voice your Vision"..., Europe of the youth – presentation of EU policies aimed at youth

T1.2 Citizen activation - European citizens' initiative – support of the initiative in the form of collecting valid signatures, Visions worth following - children's imaginations of the future of the EU, Presentation of projects implemented by municipalities from EU subsidy structures - best practice, Let's think ahead - elimination of household waste production - workshop

T1.3 Getting to know the European Union - European citizens' initiative – support of the initiative in the form of collecting valid signatures, The role of EU cohesion policy in post-pandemic recovery - cohesion policy as a crisis response tool, Opening of EU info stall - provision of information in the form of promotional materials, Visions worth following - children's imaginations of the future of the EU, Europe of the youth – presentation of EU policies aimed at youth

T1.4 Support of cultural heritage - Evening of familiarisation – rustic entertainment with music and dance, Presentation of cultural heritage - Cultural program, Social evening with music

T1.5 Youth support - Pro-European values - goals and values of the EU on which it is based - discussions, Visions worth following - children's imaginations of the future of the EU, Active aging - the EU's contribution to active aging and solidarity between generations, Let's think ahead - elimination of household waste production - workshop, Europe of the youth – presentation of EU policies aimed at youth

T1.6 Volunteering - Presentation of strategic documents and initiatives - "New EUropean Bauhaus Initiative", "EIGE-European Institute for Gender Equality", EU Strategy in the field of children's rights, "Voice your Vision"..., Volunteerism will be presented during the implementation period with examples of active volunteers who will participate in the implementation of events


T1.7 Solidarity - Active aging - the EU's contribution to active aging and solidarity between generations, Social Europe - steps taken to eliminate social exclusion and poverty in society, Social evening with music

T1.8 Application of gender equality and non-discrimination - Evening of familiarisation – rustic entertainment with music and dance, Presentation of strategic documents and initiatives - "New EUropean Bauhaus Initiative", "EIGE-European Institute for Gender Equality", EU Strategy in the field of children's rights, "Voice your Vision"...

STAFF EFFORT

Staff effort per participant <i>Grant Preparation (Work packages - Effort screen) — Enter the info.</i>		
Participant	WP1	Total Person-Months
1 - OBEC NEDED	1.00	1.00
Total Person-Months	1.00	1.00

LIST OF DELIVERABLES

<div><div>Deliverables</div><div>Grant Preparation (Deliverables screen) — Enter the info.</div><div>The labels used mean:</div><div><div>Public — fully open ( automatically posted online)</div><div>Sensitive — limited under the conditions of the Grant Agreement</div><div>EU classified —RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision 2015/444</div></div></div>						
Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D1.1	THE DIVERSITY OF EUROPE	WP1	1 - OBEC NEDED	R — Document, report	PU - Public	12

Deliverable D1.1 – THE DIVERSITY OF EUROPE

Deliverable Number	D1.1	Lead Beneficiary	1 - OBEC NEDED
Deliverable Name	THE DIVERSITY OF EUROPE		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	12	Work Package No	WP1

Description
<p>Title of the event: THE DIVERSITY OF EUROPE Place: Municipality of Neded</p> <p>Indicative dates of the event : 16 -18.08.2024</p> <p>Brief description / agenda of the event(s):</p> <p>At the beginning of the event, after a mutual meeting, the project concept will be presented to the participants, elementary European topics will be covered. An important point will be getting to know the EU and getting closer to elementary information related to the EU. Citizens will get information for forming their attitudes towards the EU. By focusing on intercultural dialogue, we seek to create connections and common ground between participating cultures, communities and people by promoting understanding and interaction. The presentation of intercultural dialogue is a challenge for all Europeans to discover the benefits of our rich cultural heritage and draw knowledge from different cultural traditions.</p> <p>At the beginning of the second day, the greatest emphasis will be placed on citizens' awareness of the need for their involvement. Participating in decision-making processes at the local, self-governing and union level is one of our unwritten obligations that result from European citizenship. Our future lies in a united and strong EU and joint cooperation. Many visions can be financed precisely from EU funds - this idea is supported by activities that show examples from practice. Topics also address current trends and allow participants to confront Euroscepticism and suggest possible steps the EU could take to realize the benefits of the EU and strengthen social and political cohesion.</p> <p>The central theme of the final day will be strengthening the partnership. In addition to the presentation of the joint history of the partners, the topics will also be devoted to no less important visions and joint directions. The topic is important for connecting nations through citizens and thus strengthening the partnership. An innovative element within the event is focusing the attention of individuals on environmental issues.</p> <p>Number of countries involved:</p> <p>Municipality of Neded /Czech Republic/ - main organizer and coordinator of the project Project's partners – Municipality of Bóly Város, Törökbálint, Comuna Cernat, Vlcany</p> <p>Number of direct participants: 600 Number of "invited" participants : 110 Total number of indirect participants : 450</p> <p>Brief description of Target groups:</p> <p>The stated goal of the given need is to strengthen mutual understanding and friendship between European citizens. When compiling the concept, we were based on the specific needs of the defined target group. We believe that topics adapted to each of the age groups will help grasp the entire direction of the project to a successful conclusion. For that reason, the project's activities are aimed at the youngest - children who will probably come into contact with the EU theme for the first time at the event. This theme will be adapted for them in a very simple and, above all, playful way to attract them. Precisely because of understanding, at an early age they have the most time to develop and deepen their relationship with the EU. The second target group is the youth, for whom the activities will focus primarily on the possibilities of involvement in the EU. Youth, as our future, will be confronted with the possibilities and opportunities that the EU brings to them. For adults, the themes will be aimed at arousing their interest in the EU and hearing their voice, so that they can make themselves known at the national and transnational - European level and get involved. The elimination of Euroscepticism is most needed in this age group. Last but not least, seniors are an important group. They are the ones who have the most to say about life to all the participants, they are the most experienced, but they often feel that they are not needed. The project will try to reverse this and present seniors with opportunities to get involved and let them know that they too are full-fledged and important members of society.</p>

Dissemination activities: Dissemination activities are described in the application itself in section 3.2 Communication, dissemination and visibility. According to these data, we will carry out dissemination and promotional activities

Outputs: Event Description Sheet (ESD). The results of the event will be published on the following pages: www.neded.sk

LIST OF MILESTONES

Milestones					
Grant Preparation (Milestones screen) — Enter the info.					
Milestone No	Milestone Name	Work Package No	Lead Beneficiary	Means of Verification	Due Date (month)
1	THE DIVERSITY OF EUROPE		1 - OBEC NEDED	N/A	1

LIST OF CRITICAL RISKS

Critical risks & risk management strategy			
Grant Preparation (Critical Risks screen) — Enter the info.			
Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
1	N/A		N/A

IMPORTANT NOTICE

What is the Application Form?

The Application Form is the template for EU grants applications; it must be submitted via the EU Funding & Tenders Portal before the call deadline.

The Form consists of 2 parts:.

- Part A contains structured administrative information
- Part B is a narrative technical description of the project.

Part A is generated by the IT system. It is based on the information which you enter into the Portal Submission System screens.

Part B needs to be uploaded as PDF (+ annexes) in the Submission System. The templates to use are available there.


How to prepare and submit it?


The Application Form must be prepared by the consortium and submitted by a representative. Once submitted, you will receive a confirmation.

Character and page limits:

- page limit normally **45** pages (unless otherwise provided in the Call document)
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 9 points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are NOT a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your application.

 If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. For applications that are not shortened, the excess pages will be made invisible and thus disregarded by the evaluators.

 **Please do NOT delete any instructions in the document. The overall page limit has been raised to ensure equal treatment of all applicants.**

 **This document is tagged. Be careful not to delete the tags; they are needed for the processing.**

TECHNICAL DESCRIPTION (PART B)

COVER PAGE

Part B of the Application Form must be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system. Page 1 with the grey IMPORTANT NOTICE box should be deleted before uploading.

Note: Please read carefully the conditions set out in the Call document (for open calls: published on the Portal). Pay particular attention to the award criteria; they explain how the application will be evaluated.

PROJECT	
Project name:	THE DIVERSITY OF EUROPE
Project acronym:	The Diversity
Coordinator contact:	JUDr. Henrieta Selmecziová, Municipality of Neded

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PROJECT SUMMARY

Project summary

See Abstract (Application Form Part A).

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1. RELEVANCE

1.1 Background and general objectives

Background and general objectives

*Describe the background and rationale of the project.**How is the project relevant to the scope of the call? How does the project address the general objectives of the call? What is the project's contribution to the priorities of the call?**Which target groups will be supported/assisted by/in the project. Why have you chosen to focus on them?*

The subject of the submitted project is the implementation of a three-day event. The event is an opportunity for citizens to express their idea of Europe. It focuses on citizens, takes a "bottom-up" approach and gives Europeans a space to name their expectations of the European Union. By specifying activities aimed at education and training, discussions and free debates, it gives citizens a greater say in the creation of future policies and the formulation of the Union's ambitions, thereby increasing its resilience. The participation of citizens will present the diversity of Europe.

Neded municipality is a local self-government. We, as representatives of local governments, represent one million EU leaders elected at the local level. As representatives, we have the opportunity to shape the future of Europe from the local level. This is the principle of bottom-up thinking. Local representatives are among the most trusted politicians in Europe. We draw our expertise from the reality of our towns and regions, which is closest to us. Every day we work hard in our communities to find solutions to problems, big and small, and to find solutions that ensure the needs, ambitions and goals of our citizens are heard and acted upon. Thanks to the implementation of the event, we will be able to unite for the sake of an inspiring goal: to ensure that the EU listens and understands what is happening at the regional level, and to support solutions that have been tried and tested at a local level close to our people. For this reason, we took up the idea of contributing to the promotion of the exchange of information and experience between citizens from different countries, especially through the partnership of towns based on the practical presentation of the wealth and diversity of the common heritage of the Union.

Regional elected representatives are the heart of European democracy and we are responsible for enabling European citizens to understand the importance of European values and the European Union, which promotes and ensures peace and prosperity. Already in 2017, on the occasion of the social summit in Gothenburg, it was emphasized that "Education and culture play a key role in promoting active citizenship and common values among European citizens". We fully support this idea. Together with our partners, we sat down at the same table and agreed to organize an event based on the result, which is the subject of the presented project. The event reflects a new story for Europe in which we will participate. Individual activities focus on citizens, promote equality, orient themselves to their future, which will be more attractive especially for the younger generation. The outputs of the project will be based on the results of consultations with citizens, which led to discussions on concrete ways to create a more democratic Union, enable citizens to re-engage in the EU and develop a stronger sense of responsibility for the European project.

Our goal is to encourage optimal cooperation with all countries and contribute to the democratic development of all parts of Europe. Together, we wish to contribute to building a European security architecture based on effective, functionally complementary and mutually reinforcing cooperation and coordination within existing European institutions. In order to preserve and support cultural cohesion, the

event will intensify the mutual transmission of values in the area of culture, education, science and information exchange. All activities implemented within the project are aimed at strengthening economic, political or social stability in the European region. The participating partners take their mutual cooperation as a challenge for themselves and its success as the best proof of their ability to integrate as best as possible into structures such as the EU.

Our project is in full cohesion with the challenge as it unites a wide spectrum of people from partner twons of different socio-economic backgrounds, gender and country. It goes without saying that we take into account the point of view of gender equality in each of the phases of the project and will fully support the provision of opportunities and equal conditions in activities for women and men, girls and boys.

Ordinary citizens do not have the possibilities and opportunities to meet citizens of other nations. Our citizens lack opportunities to participate in social activities and people of different nationalities speaking different languages. The project aims to actively engage in intercultural dialogue. As part of the project, each of the partner municipalities will present their unique cultural program, which will highlight the knowledge of the cultural identity of all participating nations: At the same time, they will present themselves in their own language. This will also contribute to the breaking down of borders and dialogue between nations, which is one of the principles of European citizenship. The stated goal of the given need is to strengthen mutual understanding and friendship between European citizens. When compiling the concept, we were based on the specific needs of the defined target group. We believe that topics adapted to each of the age groups will help grasp the entire direction of the project to a successful conclusion. For that reason, the project's activities are aimed at the youngest - children who will probably come into contact with the EU theme for the first time at the event. This theme will be adapted for them in a very simple and, above all, playful way to attract them. Precisely because of understanding, at an early age they have the most time to develop and deepen their relationship with the EU. The second target group is the youth, for whom the activities will focus primarily on the possibilities of involvement in the EU. Youth, as our future, will be confronted with the possibilities and opportunities that the EU brings to them. For adults, the themes will be aimed at arousing their interest in the EU and hearing their voice, so that they can make themselves known at the national and transnational - European level and get involved. The elimination of Euroscepticism is most needed in this age group. Last but not least, seniors are an important group. They are the ones who have the most to say about life to all the participants, they are the most experienced, but they often feel that they are not needed. The project will try to reverse this and present seniors with opportunities to get involved and let them know that they too are full-fledged and important members of society.

Last but not least, the outlined activities will also touch on issues of climate change. The deterioration of the environment is currently a threat to Europe, which affects the project partners, too. That is why it is necessary to manage these threats that affect the environment, to conduct a discussion between young people, seniors, public representatives of local governments and residents. The event will provide space for the exchange of information on new trends and approaches in the solved issue of environmental education as well as in the issue of environmental protection and reducing the negative consequences of climate change.

1.2 Needs analysis and specific objectives

Needs analysis and specific objectives (n/a for Programme Contact Points)

Provide a needs assessment. A need is a gap between what is and what should/ would be helpful or useful.

The needs assessment should be your starting point. Specify what needs will be addressed and how they have been identified. It should be specific and focus on the actual needs of the target group. It should include relevant, reliable data and, a robust analysis clearly demonstrating the need for the action (therefore, avoid references to generic statements and information about the problems and needs of the target group). The needs assessment should incorporate gender equality issues and non-discrimination considerations that identify the differences between and among women and men, girls and boys, in terms of their relative position in society and the distribution of resources, opportunities, constraints and power in a given context. The data supporting the needs assessment should be disaggregated by sex, as well as age or disability, whenever possible. You can refer to existing research, studies and previous projects that already demonstrate the need for action.

If your project is supported by a public authority, annex the Letter of support.

At a time when the resilience of our common European project is being tested by several crises, the need to act to defend and promote our European values is now more urgent than ever. For this reason, we reflect on the mentioned need by implementing the event. It will be a three-day event whose concept

of well-chosen activities gathered in one place represents a concrete step towards the creation of a community of best practices at local and regional level, extending to the European level, on how to promote European values through education and culture. At the same time, our project will serve as an inspiration for other valuable ideas and projects, and at the same time provide various opportunities for sharing experiences, exchanging knowledge and possibly starting new collaborations.

Since we already have experience with the implementation of a similar project, we dare to say that the basis for the presented project is precisely the past experience of our citizens. We have behind us one successfully implemented project, the result of which was an effort to participate in solving the identified problems:

Existing discrimination in communities

Euroscepticism

The need to restart the partnership

The fact that the success of the previous project resolved the need to restart the partnership is also proven by the currently submitted application. We communicated more sporadically with our partners also due to the situation regarding the global COVID-19 pandemic, and our partnership was stagnant for a long time. It was the previous project and intensive communication and meeting that got us started and it is in our interest to continue with the set goals and other visions. We want to build on the success of the previous project and respond to other identified needs. We compiled the following analysis of needs, which is the supporting element of the set goals. The topics are adapted to each of the designated target groups, i.e. children, youth, adults and seniors. When compiling the concept, we were based on the specific needs of the target group:

Strengthening civic participation and youth engagement:

If people are involved in the decision-making process, it usually helps them to better understand that the decisions directly affect their lives. And in this way, they become more involved and believe in the whole process, since they themselves participate in it. The Eurobarometer survey shows that youth engagement is increasing: currently, the majority (58%) of young people are actively involved in the events of the society in which they live. while in the last 12 months they participated in the activities of one or more youth organizations. This is an increase of 17 percentage points since the last Eurobarometer survey in 2019. In addition, the most common expectation of young people is that decision-makers listen more to their demands and act on them, while supporting their personal, social and professional development (72%). Through the realized event, it is in our interest to make it easier for young Europeans to provide space for expressing their opinions. By actively participating in the project, the youth will gain motivation for a better knowledge and understanding of the EU. During the afternoon discussions, it will be discussed how to expand the participation of youth in civic and democratic life in connection with the digital transformation and challenges for European values, about their possibilities and opportunities within the use of European citizenship.

European identity: The Eurobarometer 98 survey, which took place in Slovakia, shows that 67% of respondents agree with Slovakia's membership in the EU. On the contrary, 31% of respondents rather do not agree at all. Today, more than a third (37%) of Slovaks interviewed admit that Slovakia could or should leave the EU in the future. This need is followed by activities whose task is to draw attention to the EU and its dominant and irreplaceable role in the lives of citizens. It will primarily be about the presentation of elementary information through the offered promotional materials prepared and understandable for each of the participating age groups. In this way, we reflect on the low level of knowledge about the EU and at the same time on growing Euroscepticism. It is Euroscepticism that deepens citizens' lack of interest in any form of involvement in public affairs. In this regard, it is therefore important to remind them that they are not only citizens of separate and independent states, but also citizens of the European Union. And it is European citizenship that requires that any barriers towards the EU be overcome.

Presentation of cultural heritage: The project brings about the importance of highlighting cultural heritage and the need to discover the cultural diversity of the European Union. Understanding that European values and cultural heritage represent the basis of a common future. Culture and social activities highlight the importance of cultural heritage. The prepared evening programs and a cultural

program will facilitate the establishment of new friendly relations between citizens and lead to the strengthening of partnership ties between participating organizations. Europe is multicultural and therefore it is important that citizens recognize each other's differences. The project unites nations, therefore it is an effort to understand the difference between these nations and at the same time highlight the unity in diversity.

Securing rights and preventing discrimination: The inhabitants of Slovakia consider the minority groups of Roma and LGBTI+ people to be the most discriminated against. This was the result of a survey from the series of surveys *How are you in Slovakia?*, which was initiated by the survey company MNFORCE, the communications agency Seesame, the Institute of Sociology of the Slovak Academy of Sciences (SAV) and the Social Communication Research Institute of the Slovak Academy of Sciences. The results of the survey show that almost 62 percent of Slovaks believe that discrimination based on belonging to the Roma minority is the most widespread. It is followed by discrimination based on sexual orientation, which was indicated by 54.2 respondents. Approximately 52 percent considered widespread discrimination against transgender people, while according to a third of respondents, this type of discrimination occurs sporadically. The survey showed that almost half of Slovak citizens consider discrimination based on skin color to be widespread. Despite the fact that, compared to 2019, the inhabitants of Slovakia have become more sensitive to discrimination and recognize to a greater extent that certain groups of people are discriminated against in Slovakia, Slovakia is at the head of countries with a high level of discrimination. We want people to share common values, so that European citizens see that we are all the same. We have common goals and common challenges and we should work on them together. We created the concept of the project in such a way that it helps to connect European nations to each other and at the same time connects citizens to the EU. In order to connect our peoples, it is important not only to break down geographical borders, but also those of prejudice, that is, connected with a different culture, tradition, language. The project unites nations, therefore it is an effort to understand the difference between these nations and at the same time highlight the unity in diversity. Part of the activity will be the offer of courses on democracy and EU values for migrants.

Applying the principle of gender equality: Although the EU is a global leader in gender equality and has made significant progress in recent decades, gender-based violence and stereotypes persist. One in three women in the EU has been subjected to physical and/or sexual violence. Even though more women graduate from university, on average they earn 16% less than men and only 8% of the CEOs of the largest companies in the EU are women. To address this issue, it is our interest at the event to ensure that women and men have equal opportunities and that inequalities do not increase further. On the contrary, we want to contribute to the creation of conditions for women to become actors in a fair balance between work and private life. Gender equality will be represented at the event for citizens, active participants and passive recipients. To eliminate inequalities, we will try to equalize the chances of disadvantaged members of society participating in the project. Also, to motivate women to be more involved in political issues and stimulate their purposefulness in the work area in discussions in the collective of women who are engaged in a career in full cohesion with their family obligations. In addition to this active demonstration of the approach to promoting non-discrimination and gender equality, there will be an educational activity dedicated to this topic, which will bring the topic closer by focusing on specific strategic documents and initiatives such as: "New European Bauhaus Initiative", "EIGE-European Institute for Gender Equality" and of course the EU Strategy in the field of children's rights and European guarantee for children. With these activities, the event will significantly contribute to the promotion and progress of the implementation of gender equality and non-discrimination, and we will significantly reduce inequalities between women and men, boys and girls in all their diversity.

Climate neutrality: The need reflects on the ambitious plan of the European Union to achieve climate neutrality by 2050. The success of this initiative depends on the cooperation and commitment of all EU member states, local and regional governments and the whole society. We want to motivate the participants of the event through targeted discussions and facts about negative climate impacts in a global sense to find joint solutions in changing the way of life, consumption, transport, work and energy production. Citizens are determined to make individual efforts. The vast majority of EU citizens already take individual steps to combat climate change (93%) in their daily lives and consciously make sustainable decisions. However, when asked who should take responsibility for combating climate change, citizens emphasized the need for further reforms to go hand in hand with individual efforts, pointing to the responsibility of national governments (56%), the EU (56%) and businesses, and industry (53%). On a special Eurobarometer survey no. 538 on climate change was attended by 26,358 EU citizens. The results of the current "standard Eurobarometer survey - Spring 2023" published on 10 July are fully in line with the results of this dedicated survey on climate change issues. The standard Eurobarometer showed that the vast majority of EU citizens support the energy transition, consider the

environment and climate change one of the main issues that the EU must address, and expect huge investments in renewable energy sources. European citizens understand the threat of climate change and express support for measures in the field of climate, adopted by the EU, member state governments, businesses and individuals. They are aware of the long-term risks posed by the climate and biodiversity crisis, but also our opportunities to build a brighter, healthier and safer future if we act now on the green transition.

We created the concept of the project in such a way that it helps connect European nations to each other and at the same time connects citizens of all age groups to the EU. Europe is multicultural and therefore it is important that citizens recognize each other's differences. In order to connect our peoples, it is important to eliminate prejudices, that is, connected with a different culture, tradition, language. The project unites nations, therefore it is an effort to understand the difference between these nations and at the same time highlight the unity in diversity.

The goal of the presented project is in full cohesion with the goal of the call for proposals, namely to support exchanges between citizens in different countries, especially through the partnership of cities, so that practical experiences of the richness and diversity of the common heritage of the Union are realized, that they form the basis of a common future. The realized event brings together a wide range of people from partner towns from different socio-economic backgrounds, gender and different countries. We have designed the topics of the event in such a way as to stimulate public interest at the local and EU level. For participants to discuss specific issues. It is a matter of course to promote mutual understanding, inclusion and cultural diversity and to develop opportunities for civic engagement at the EU level.

The specific objectives of the project are:

- to support exchanges between citizens of different countries;
- to provide citizens with practical experience of the richness and diversity of the common heritage of the Union and make them aware that they form the basis for a common future;
- to guarantee peaceful relations between Europeans and ensure their active participation at the local level;
- to strengthen mutual understanding and friendship between European citizens;
- to support cooperation between municipalities and the exchange of best practices;
- to strengthen the role of local and regional authorities in the European integration process.

#@COM-PLE-CP@#

1.3 Complementarity with other actions and innovation — European added value

Complementarity with other actions and innovation *(n/a for Programme Contact Points)*

Explain how the project builds on the results of past activities carried out in the field and describe its innovative aspects. Explain how the activities are complementary to other activities carried out by other organisations.

Illustrate the European dimension of the activities: trans-national dimension of the project; impact/interest for a number of EU countries; possibility to use the results in other countries, potential to develop mutual trust/cross-border cooperation among EU countries, etc.

Which countries will benefit from the project (directly and indirectly and why have you chosen them)? Where will the activities take place?

Clarify to what extent the project builds on synergies with other EU projects. If applicable, explain to what extent your project builds on previous project results in this field (state of play, relation to existing/recent developments, approaches, achievements, other EU programmes).

Note: *The project should also complement or add benefits to the EU Member States' interventions in the area of gender equality and non-discrimination mainstreaming.*

The presented project follows on an event of a similar nature. It follows on from a successfully implemented project in our village called: The diversity of Europe . As part of the implemented project, our participants gained elementary knowledge about the functioning of similar grant projects, as well as knowledge about the EU. By implementing the event, our municipality tries to fulfill the set goals, which are in full cohesion with the goals of the current program "Citizens, Equality, Rights and Values

Programme".

The activities will be diverse in order to attract attention and convey the required information in a playful way. All project activities are designed to appeal to the widest possible spectrum of participants, that is, they appeal across generations. From the youngest children and youth, through adults to seniors. Each of the addressed groups will find topics on the project that are focused on them. It is an important complex of innovative aspect. In this way, we ensure that the main idea of the project reaches the largest possible target group and covers its demand at various levels. It goes without saying that within the target group we will ensure the application of gender equality and any non-discrimination during the entire project cycle.

The European values of the project will be manifested primarily in activities aimed at informing the public about the European Union, as well as focused on discussions and debates on current topics and priorities of the EU, which will support the integration of citizens in matters related to the future of the EU and the elimination of growing Euroscepticism. To a large extent, the project is based on the presence of European values across the entire implementation of the project. In this aspect, the presentation of the EU and the areas it supports will be important. The project itself will highlight European values to the participants, and by actively participating in the project, citizens will gain motivation for better getting to know and understanding of the EU. The program includes topics such as the presentation of the EU, discussions on current European problems, highlighting solidarity and the role of young people.

These activities reflect the need to bring the EU closer to citizens. In this respect, the project is also an example for the future. Prepared workshops, seminars, awareness-raising activities will promote the exchange of information between people from different countries, strengthen mutual understanding and tolerance and give people the opportunity to broaden their perspective and develop a sense of European belonging and identity through the event in question. The subsequent specific topic will be focused on the European Solidarity Corps. In this way, they will come closer to forming their own opinion and at the same time to supporting the EU in solving these problems. Citizens will get information for forming their attitudes towards the EU. An innovative element within the event is focusing the attention of individuals on managing the pandemic caused by the COVID-19 virus. Each of the project's activities is designed to fully support the European dimension of the event as a complex. Five partners from three countries will jointly participate in the project. These are our long-standing partners who, in addition to local interests, also show interest on a national and transnational level and present the richness of the cultural and linguistic environment of their country proudly.

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2. QUALITY

2.1 Concept and methodology

Concept and methodology

Outline the approach and methodology behind the project. Explain why they are the most suitable for achieving the project's objectives. Include ethical and safety considerations to ensure that target groups are not subjected to harm in any way.

Note: Methodology is not a list of activities but are instruments, approaches that will be used, applied and created.

In order to successfully achieve the set goals, we, together with our partners, chose a suitable methodology proven by us when compiling the project concept. The chosen methodology of the event is based on the equal distribution of tasks among the participating partners. All educational activities contained in the program contribute to increasing the level of active citizenship in the EU. An essential and future shaping element of the event and the partnership in general will be the increase in the involvement of citizens in matters related to the partnership and the EU. Other important elements are multicultural involvement, solving the current problems of the time and contributing to the future of Europe.

The event combines activities with different focus - presentational, educational, social, in order to ensure the attention of the participants and to be able to participate in the project, either actively or passively, as many residents of the partner municipalities as possible. Participants will be actively involved in all proposed project activities. Most activities are intended for all age categories of participants.

The selected methods include the formulation of the event's goals, the analysis of interested actors, guaranteeing the connection of various discussants, the development of background materials, high-quality organizational and professional security of the event. The event will thus ensure the diversity of opinions, the representation of certain types of experience with a clash with the questions on which the discussion is to be conducted.

The following working methods will be used during the implementation:

Teamwork and mutual communication - We have determined the rules and principles that must be followed mutually. They consist of communication, solving problems immediately, feedback and mutual respect.

Adaptive response to changes - It is essential to anticipate risks and prepare for the unexpected in our project. The project implementation is constantly in motion. Team members must be able to review results and decisions constantly, in the given moment and immediately.

Maximize value and minimize failure - Design and use activities with added value for the target group - for the recipient. Eliminate inefficient processes and stress on the human factor, which can lead to breakdowns in the project management process.

Critical path definition - Identification and planning of all critical tasks that make up our project, as well as their dependencies. It defines the length of time required to perform each critical activity from the beginning of the project to its end. This means that we have allocated the time necessary to solve all the basic tasks that need to be done in order to achieve our project goal.

Results Mapping – The success of a project is defined by its results. We will focus on predetermined measurable indicators, their fulfillment. This is about the long-term impact of the project and its ability to positively influence the designated target group.

Retrospective evaluation – After the completion of the project, it is a matter of course to improve the processes with an emphasis on ensuring consistency of outputs and flawless quality. Our goal will be to eliminate deficiencies and reduce their variations with regard to the future continuation of the project implementation. We will strive to optimize and improve existing processes.

The work program was compiled based on the mutual cohesion of requirements and preferences of the representatives of the participating partners. Its dominant feature is the European dimension of the project, which consists in presenting information about the EU, its policies and, above all, spreading the ideas of active European citizenship among the participants. It will include an interactive presentation, colourful debates and discussions, learning about volunteering, solidarity and involving young people in life in the EU. Thanks to this, the topic of the EU is established in a significant way in the lives of citizens and starts European citizenship in them. At the same time, the project will put the EU in the center of their attention and interest. The project will also have a significant international aspect in cohesion with an intercultural purpose. It will involve the three participating nations in the implementation and will present their culture, language and history and identity as part of the activities. The presentation of multiculturalism will raise the intention of uniting the nations of Europe. The project will raise awareness of the richness of culture and language of the European environment and promote mutual understanding and respect, thereby contributing to the development of a respectful, dynamic and multifaceted European identity and respect for common values, democracy and fundamental rights.

It goes without saying that the project will take into account the point of view of gender equality, and we started already in the preparatory phase during the design of project activities, so as to ensure the availability of activities for women and men under the same conditions and that they will participate in the activities with the same share during the implementation participants of both sexes. Gender equality is a fundamental principle of the European Union, but it is not yet a reality. No EU member state has yet achieved equality between women and men. Progress is slow, while gender differences persist in employment, remuneration, care and pensions. To eliminate inequalities, we will try to equalize the chances of disadvantaged members of society participating in the project. In addition to this active demonstration of the approach to promoting non-discrimination and gender equality, there will be an educational activity focused on facts, studies and statistics dedicated to this topic. With these lively activities, the event will significantly contribute to the support and progress in the implementation of gender equality and non-discrimination.

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2.2 Consortium set-up

Consortium cooperation and division of roles (if applicable) (n/a for Town Twinning and Programme Contact Points)

Describe the participants (Beneficiaries, Affiliated Entities and Associated Partners, if any) and explain how they will work together to implement the project. How will they bring together the necessary expertise? How will they complement each other?

In what way does each of the participants contribute to the project? Show that each has a valid role and adequate resources to fulfil that role.

Note: When building your consortium you should think of organisations that can help you reach objectives and solve problems.

n/a

2.3 Project teams, staff and experts

Project teams and staff

Describe the project teams and how they will work together to implement the project.

List the staff included in the project budget (budget category A) by function/profile (e.g. project manager, senior expert/advisor/researcher, junior expert/advisor/researcher, trainers/teachers, technical personnel, administrative personnel etc. and describe briefly their tasks. Provide CVs of all key actors (if required).

Note: Please ensure a gender-balanced representation in the composition of project teams and staff performing the action.

Name and function	Organisation	Role/tasks/professional profile and expertise
JUDr. Henrieta Selmecziová, Mayoress	Municipality of Neded (SR)	Senior Project manager The mayoress of Neded has extensive experience in implementing similar projects. From the position of the Applicant, he has the function of coordinating the entire project. He will be responsible for the implementation of individual activities, as well as the preparation of the event. As part of the preparation, he will be in constant contact with partners and coordinate their involvement in the project. He is also responsible for the creation of promotional materials necessary for the visibility of the project and will appoint representatives who will distribute them among their residents and to partner municipalities.
József Hárs, Mayor	Municipality of Bóly, (HU)	Project manager He will ensure communication with the applicant as part of the project preparation. Communicate primarily electronically and by telephone. Together with other partners, they will create the implementation framework of the project. He ensures the promotion of the project among its residents, the distribution of invitations, posters and, after the end of the project, a souvenir.
Sándor Elek, Mayor	Municipality of Törökbálint, (HU)	Project manager His tasks will consist of helping in the preparation of the project, as well as helping in the implementation. The assistance will cover technical support, ensuring the participation of residents and distribution of promotional items. Subsequently, assistance is linked to the distribution of invitations and posters to households to reach out to potential participants. At the same time, he will also help with the distribution of souvenirs.
Árpád Rákosi,	Municipality of Cernat,	Project manager

Mayor	(RO)	He will ensure that as a partner they present their culture and traditions, which will enrich the entire partner community. Furthermore, they will have the task of informing the residents of their village about the realization of the event and distributing invitations to the target group. After the end of the event, they will also ensure the distribution of promotional materials, which will also reach inactive citizens.
Ing. János Restár, Mayor	Municipality of Vlčany, (SR)	<p>Project manager</p> <p>Ensures the participation of their residents in the event and is actively involved in the preparation of the event. They also ensures active promotion of the event among their residents. This includes the distribution of invitations and posters, followed by the distribution of commemorative promotional items to the participants after the event.</p> <p>This is a representative of the Slovak partner. Its participants are not included in the total budget, as they are not foreign.</p>

Outside resources (subcontracting, seconded staff, etc)

If you do not have all skills/resources in-house, describe how you intend to get them (contributions of members, partner organisations, subcontracting, etc).

If there is subcontracting, please also complete the table in section 4. Moreover, ensure that subcontractors are aware of gender mainstreaming and non-discrimination mainstreaming.

Our municipality manages a balanced budget and is financially fully secured to co-finance the implementation of the project. Based on previous experience with the implementation of similar events, we dare to say that we have an experienced project team and a number of volunteers who will help us ensure the successful implementation of the event. However, if a situation arises where it will be necessary to address the "outside resources", we will certainly contact external companies to help us implement the project and we did not jeopardize its smooth running. As part of the procurement of both goods and services, we will follow the relevant legislation and laws of the Slovak Republic, and thus primarily the Public Procurement Act 343/2015 Coll.

2.4 Consortium management and decision-making

Consortium management and decision-making (if applicable) *(n/a for Town Twinning and Programme Contact Points)*

Explain the management structures and decision-making mechanisms within the consortium. Describe how decisions will be taken and how regular and effective communication will be ensured. Describe methods to ensure planning and control.

Note: *The concept (including organisational structure and decision-making mechanisms) must be adapted to the complexity and scale of the project.*

n/a

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2.5 Project management, quality assurance and monitoring and evaluation strategy

Project management, quality assurance and monitoring and evaluation strategy

Describe the measures planned to ensure that the project implementation is of high quality and completed in time.

Describe the methods to ensure good quality, monitoring, planning and control.

Describe the evaluation methods and indicators (quantitative and qualitative) to monitor and verify the outreach and coverage of the activities and results (including unit of measurement, baseline and target values). The indicators

proposed to measure progress should be relevant, realistic and measurable.

Note: The monitoring and evaluation strategy should also incorporate gender and non-discrimination considerations in order to measure changes and assess impact on gender equality issues. The indicators should be gender responsive so that they can measure gender equality changes over time. For instance, a gender responsive indicator can measure the increase in women's rate of employment or changes in social attitudes towards gender roles in work-life balance. The evaluation should be participatory and inclusive to all stakeholders, ensuring that women's and men's voices are prevalent throughout the entire evaluation process.

Implementation of the approved project is just as difficult as its preparation. The consequences of unprofessional implementation can be very serious. Problems and risks of projects, if they are correctly analyzed already at the beginning of the project, represent half the success of managing the implementation of the project. Project quality management is the process of defining quality standards for project deliverables as well as quality assurance measures to ensure that these standards are met. The process of managing potential problems is a sequence of activities in which, through preventive or corrective interventions, events are averted and influences are removed that could threaten the controllability of planned processes or could lead to unwanted results. To eliminate the number of problems or to avoid them completely, we have prepared a proposal for measures that can reduce the value of individual threats and problems to an acceptable level:

1. To strengthen the coordination and management of the project with funded persons
2. Implementation of methodological instruction for the least experienced persons participating in the implementation of the project
3. Continuous monitoring of task performance
4. Sufficient lead time
5. Constant communication
6. Outline of a possible problem, and its immediate solution in its infancy

Quality management of the project is the responsibility of the main project manager, who will be the mayor of the village of Neded. The role of the project manager is planning, i.e. creating a project plan. Based on it, all the necessary activities that need to be carried out in order to achieve the project goal are planned. After compiling the organizational structure of the project, the plan of activities, the project manager delegated individual tasks and activities to individual members of the project team. They will subsequently be responsible for the execution of the activities assigned to them and the delivery of partial products, on which the success of the project depends. The execution of the activities and their progress over time is monitored. The project manager monitors them in order to verify compliance with the deadlines set in the project plan. Another role of the project manager in managing the project is to motivate the parties to achieve the project goals. Whether it is members of the project team of our project, participants at the event, selected lecturers at the lectures, or invited volunteers.

Project management, which consists in delineating 5 aspects (parameters) of project performance, which are monitored by the project manager:

Costs - project budget. The set budget as part of the subsidy was supplemented with the maximum possible financial resources from our co-financing.

Time - adherence to the exact schedule of the event is necessary to link the individual activities of the project to each other.

Quality – is defined in the product description of the project and is set in tolerances. Set out and adhere to what is expected in terms of the quality of the project?

Risk - the risks that may occur are specified. It can be negative risks, i.e. threats, or positive risks, i.e. opportunities.

Benefits - What is to be achieved through the project, what are the outputs of the project?

Successful project management is a prerequisite for the participants to obtain the necessary output value from the implemented event. We have outlined the following planned methods for quality assurance, monitoring, planning and control:

Have defined responsibilities - All members of the project management team and other relevant parties must have their roles and responsibilities clearly defined in order to operate efficiently and economically. Members of the project management team must know, understand and execute their responsibilities and those of other relevant parties to the best of their ability. The role of the Project Manager is to

ensure this.

Project usefulness – The project is expected to be beneficial to the target group. Outlined processes, tools, techniques, etc. - they are only means to achieve the goal, i.e. they ensure that the project delivers the product it is supposed to deliver in the required scope, quality, on time, within the set budget, with risks that will be under control and that the delivered products are capable of achieving the required benefits from using these outputs.

Have a plan and be ready to change it - It is essential to have the whole process planned so that we know when, by whom and how many things must be secured on the project in order to be able to control the progress of the project against this plan. At the same time, it is necessary to take into account that project change is inevitable and uncontrolled changes are one of the biggest destroyers of the project. The established plan must be maintained and updated accordingly in response to changing conditions.

Plan gradually and manage in phases – It is necessary to plan gradually, start with framework planning. As necessary, gradually create lower level plans depending on project progress and lessons learned. When the end of the phase is approaching, it is necessary to evaluate it and plan the next phase according to the results and experience.

Always learning - Learning from the experiences of others allows you to use good/best practice and avoid repeating the same mistakes. Gathering new lessons helps the organization to continuously improve. Therefore, we collect and use relevant lessons learned from other projects and normal operation. We also capture the experiences we gain and learn from them and pass them on to those for whom they can be beneficial.

We accept, adjust and adapt - Every project is unique. This reflects the way the project is managed to ensure efficient use of resources and effort

As mentioned above, in order to control the quality of the project, we set the following qualitative and quantitative measurable indicators.

Quantitatively measurable indicators represent the quantification of what will be achieved by the implementation of the project. As part of the project, we chose the following quantitative measurable indicators:

- Number of realized events: 1
- Total number of foreign participants: 101-115
- Number of event days: 3
- Number of used means of communication: 3
- Number of participating partners: 5
- Number of educational activities: 7

We will classify the impact of the project as qualitative, which cannot be quantified numerically. Establishing criteria is very important in assessing whether the project was successful and whether it brought an effect or whether its objectives were met. Within the project, we chose the following qualitative measurable indicators:

- Equality of opportunities for women and men within the implementation of the project
- Zero tolerance level of discrimination at the event
- Spreading awareness about volunteering as a meaningful activity and motivation of young people.
- Deepening of cooperation between cross-border partner entities
- Increasing the participation of young people in public matters, involvement in public benefit activities

- Enrichment of the quality of life of seniors participating in the project
- Raising awareness of the implementation of the event and its outputs, informing non-participating citizens of our town as well as members of partner organizations


#SPRJ-MGT-PM\$# #@FIN-MGT-FM@#

2.6 Cost effectiveness and financial management

Cost effectiveness and financial management (n/a for prefixed Lump Sum Grants)

Describe the measures adopted to ensure that the proposed results and objectives will be achieved in the most cost-effective way.

Indicate the arrangements adopted for the financial management of the project and, in particular, how the financial resources will be allocated and managed within the consortium.

 Do NOT compare and justify the costs of each work package, but summarize briefly why your budget is cost effective.

n/a

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2.7 Risk management

Critical risks and risk management strategy (n/a for Town Twinning)

Describe critical risks, uncertainties or difficulties related to the implementation of your project, and your measures/strategy for addressing them.

Indicate for each risk (in the description) the impact and the likelihood that the risk will materialise (high, medium, low), even after taking into account the mitigating measures.

Note: Uncertainties and unexpected events occur in all organisations, even if very well-run. The risk analysis will help you to predict issues that could delay or hinder project activities. A good risk management strategy is essential for good project management. The strategy should also incorporate risk mitigation measures that redress any gender inequalities and multiple discriminatory effects in project implementation. For instance, to ensure full participation of target groups in project activities, gender, age or disability-specific constraints should be taken into account. The target groups may face more than one barrier to access project activities (accessibility barriers; language barriers, availability of childcare provision, etc.). Therefore, it is essential to identify these risks and undertake preventive measures in order to ensure full participation of women and men in all their diversity in project design and implementation.

Risk No	Description of risk	Work package No	Proposed risk-mitigation measures
-	-	-	-

#\$RSK-MGT-RM\$# #\$QUA-LIT-QL\$# #@IMP-ACT-IA@#

3. IMPACT

3.1 Impact and ambition

Impact and ambition

Define the short, medium and long-term effects of the project.

Who are the target groups? How will the target groups benefit concretely from the project and what would change for them? In what way will the gap identified be reduced? How will the activities contribute to improve the situation (difference between starting point/state of play and the situation after the end of the project?) How will the activities contribute to the promotion and advancement of gender equality and non-discrimination mainstreaming?

Does the project aim to trigger change/innovation? If so, describe them and the degree of ambition (progress beyond the status quo).

Note: Results/outcomes are immediate changes that materialise for the target groups after the end of the project (e.g. improved knowledge, increased awareness). Results/outcomes are different to deliverables. Deliverables are activities undertaken and outputs produced with the resources allocated to the project, e.g. training courses, conferences, manuals, video etc.

When defining expected results/outcomes and deliverables please consider if and how they will reduce, maintain, or increase inequalities between women and men, boys and girls, in all their diversity. What gender, age and disability differentiated results can be expected? How expected results will affect women and men, boys and girls from a range of diverse social groups, differently?

The event creates space for substantive dialogue between the participants. We want to highlight the participatory nature of our partners for the event, which reflects the willingness of local governments as representatives of local policies to listen to the needs of their residents in order to strengthen cohesion, solidarity and social justice. The project produces several significant impacts on the target groups, which are made up of all participants regardless of age, gender, ethnicity, race, religion and belief. The impacts will also have an effect on a wide target group and will reach further into Europe through our participants. From this point of view, we can talk about the impact on five partners from three countries - Slovakia, Hungary, Romania. The impacts are as follows:

Development of European citizenship - The citizens of the partner municipalities who are present, will learn about citizenship from a theoretical point of view - they will get information about what citizenship is, what are its goals, benefits and, above all, what rights it provides. At the same time, they will get to know citizenship from a practical point of view - a concrete example of its use. By presenting European citizenship, the activation of citizens will be achieved and they will subsequently participate in democratic life at the local and later European level actively. This is a significant long-term impact.

Citizen activation - individual activities, especially presentations, workshops and discussions, will ensure that citizens actively participate in them. In this way, they will not only get new interesting information, but by participating in the discussions they will also present their own opinion. European citizens are encouraged to contribute to the democratic life of the Union by expressing their views on EU policies. Through the introduction of the European citizens' initiative, the right of citizens to express themselves on EU policies that affect their lives as European citizens is strengthened. This is another very significant long-term impact.

Getting to know the European Union - the project will present information about the EU. Citizens will get a basic overview of the EU, how it works, but also about its contribution to everyday life. Thanks to this, citizens' European awareness will increase. Also, they will be able to take printed information materials with the necessary information. This will make the public more aware of the EU. The project will therefore ensure that the EU will be the future for the citizens.

Support of cultural heritage – This is one of the objectives of the project, which will be filled with the presentation of various cultural elements of individual nations. It will be about folklore, music, craft, or the life of ancestors. With these, we will be able to show that we have a beautiful cultural heritage - which in many areas is registered as a UNESCO World Heritage. At the same time, it will be possible to ensure its preservation for future generations. This is an impact with a long-term effect, as it will contribute to the preservation of cultural heritage in the future.

Youth support - the project will introduce the online platform "VoiceyourVision", which aims to make it easier for young Europeans to express their opinions. In addition, dialogues will be organised during the event, with well-founded experts between adult participants and youth, who will thus get a feeling of full involvement and, especially for them, the important feeling that they are being heard. These dialogues provide young people with a unique opportunity to gain direct access to decision-makers and express their vision and ideas face-to-face in all areas of policy. This is a significant long-term impact.

Volunteering – The activity will present the functioning of voluntary organizations. Not only through the prepared workshop on volunteering, but especially during the entire time of the event, citizens will be in contact with volunteering. The organizers of the event are voluntary citizens. Participants will learn about active involvement, about the areas in which they can selflessly participate.

Solidarity – Activities on the topic of solidarity present an important message that the European Union is

a set of values that allow us to live together despite our different languages, cultures, religions and customs. The values of solidarity, tolerance, freedom, equality and respect are important for life in society. Being in solidarity means being willing to help each other. To be tolerant means to admit that someone can live and think differently. These common human values allow us to get together and feel that we are part of a common project such as the European Union. The project will contribute to overcoming perceptions at the national level by promoting mutual understanding and creating a space where joint solutions can be constructively discussed. The event will thus increase awareness of the importance of strengthening the European integration process based on solidarity and common values.

Application of gender equality and non-discrimination - Gender equality will be represented in active (discussing, direct participants) and passive (spectators, listeners) participation in the event. It goes without saying that the activities will be accessible to immobile visitors. When selecting volunteers, service providers, and members of work groups, both genders will be addressed in a balanced manner. To eliminate inequalities, we will try to equalize the chances of disadvantaged members of society participating in the project. In addition to this active demonstration of the approach to promoting non-discrimination and gender equality, there will be an educational activity focusing on facts, studies and statistics dedicated to this topic. Through these lively activities, the event will significantly contribute to support and advance the implementation of gender equality and non-discrimination, and we will significantly reduce inequalities between women and men, boys and girls in all their diversity. This is a significant long-term impact, as many participants are not aware of the need to initiate themselves in this global issue.

Even after its end, the project will continue to develop, create, collect and filter all possibilities to develop the best actions that can provide support at regional and local level in promoting and teaching European values - as part of the EU's larger goal of strengthening European identity through education and culture.

#§IMP-ACT-IA§# #@COM-DIS-VIS-CDV@#

3.2 Communication, dissemination and visibility

Communication, dissemination and visibility of funding

Describe the communication and dissemination activities which are planned in order to promote the activities/results and maximise the impact (to whom, which format, how many, etc.). Clarify how you will reach the target groups, relevant stakeholders, policymakers and the general public and explain the choice of the dissemination channels.

Describe how the visibility of EU funding will be ensured.

Communication and dissemination activities should also contribute to the promotion of gender equality and non-discrimination. Communication materials should use gender inclusive language and positive visual representations. E.g.: when developing videos or leaflets ensure that women and men, in all their diversity, are equally represented in a non-stereotypical fashion and portrayed in active empowered roles. In addition, consider using communication channels that they are accessible to general audience, in particular to persons with disabilities, or people from marginalised groups.

The chosen methods of disseminating the project have the task of targeting the largest possible number of people. In order for outputs to be created, it is necessary for citizens to know about the actual implementation of the project. One of the most important communication elements is the presentation of the European Union within the Information Stall with promotional materials. The promotional stand will offer basic information about the EU, which will significantly contribute to the presentation of the EU. This form of promotion will be supported by marking all used promotion methods with the program logo. Such an approach will underline the importance of the EU and the vision of future cooperation in the common European space. For that reason, part of the communication is also the initial high-quality promotion of the project implementation.

As part of the promotion, various forms of communication will be used between us and the partners in the project - print and electronic ones. In this way, the project clearly supports intercultural dialogue and develops communication channels between the partner organizations.

Printed promotional materials - we will prepare invitations and posters. This activity will again be primarily directed by us as the applicant, but once again we were willingly promised help by the representatives of our partners. Printed posters will be distributed to all partner municipalities. Invitations will be equally distributed to individual municipalities in the respective language mutations. Each of the municipalities has the task of distributing invitations among its residents in the usual way. This will

happen 4-6 weeks before the start of the event, i.e. well in advance. Invitations and posters will contain a detailed project program and present a view of the project. We believe that printed promotional materials constitute the most mass form of communication, but for the rest of the period they arouse the interest of the middle and older generations.

Internet and social networks - We try to go with the times and reach the widest possible target group. To attract the attention of youth and the younger generation, we used more modern forms of promotion - the Internet and social networks. Within the Internet, this also involves the use of the website subpage of our municipality's website. Both means will be published in sufficient time, 2-4 weeks in advance and will contain information about the implementation as well as the program schedule. This means of communication will also be used within the framework of implementation - as an immediate possibility to be informed about possible unpredictable changes and also in the post-realization phase of project implementation as a means of disseminating the benefits of the implementation of the event. After the end of the event, a report on the results of the event, including photo documentation and a summary of the project, will be published on the website.

A short video recording on a USB will be created within one month after the end of the event from the photos and videos created during the event. It will capture all the important points of the program. The USB will be distributed among all participants of all partner municipalities.

All tools used will contain the logo of the European Union and the program "Citizens, Equality, Rights and Values Program (CERV)". The aim is to inform the public that this event is co-financed by the European Commission. As we declared, our intention is to reach as many people as possible, including the indirect public. This will be achieved thanks to word of mouth from the direct participants, the dissemination tools used and the overall concept of the project. This is where the multiplier effect occurs. Indirect public will get the most important knowledge from the project - selected from the less important ones. They will gain knowledge about European citizenship, about the possibility of their active involvement at the European level, about partner municipalities. They will use these to their advantage and also to the advantage of the community in which they live.

#§COM-DIS-VIS-CDV\$# #@SUS-CON-SC@#

3.3 Sustainability and continuation

Sustainability, long-term impact and continuation

Describe the follow-up of the project after the EU funding ends. How will the project impact be ensured and sustained?

What will need to be done? Which parts of the project should be continued or maintained? How will this be achieved? Which resources will be necessary to continue the project? How will the results be used?

Are there any possible synergies/complementarities with other (EU funded) activities that can build on the project results?

The successful sustainability of the project lies in the diversity of outputs. The output of the project is that the participants are enriched with knowledge and insights that were new to them until now. Their task will be to spread the ideas of the main topics such as the application of solidarity in normal functioning, the need for tolerance, acceptance of multiculturalism, conscious working with the title of European citizenship, more active involvement in public affairs, compliance with the principle of gender equality in their further functioning - in the area of work, and ordinary lives and, of course, awareness of non-discrimination in any form. They will then apply them to their everyday lives.

In order to maintain the main idea of the project, it will be necessary for us as the applicant to precisely define the participation of individual partners, their responsibilities, functions, to ensure a clear and transparent distribution of tasks within the partnership, but also externally to the target groups, beneficiaries, users of the services provided, to build material and financial security for the continuation of project activities constantly and to cooperate with organizations of a similar nature.

The bearer of sustainability and the output of the project will be a processed video accessible on USB pen-drive and a subpage of the municipality's website accessible to all interested parties.

After the direct form of transmission and dissemination of results, which will reach masses of people during the implementation of the event, we also emphasize the indirect form of dissemination of project results. After returning to their homeland, the participants will communicate with their loved ones and acquaintances in their home countries. In this way, the main idea of the event will reach other beneficiaries who were not directly involved in the project. At the same time, even these indirect groups have dissemination and promotional tools available.

Last but not least, the established relationships, whether at the level of friendships between citizens, as well as the strengthening of partnership ties between participating partners, will contribute to the sustainability of the project. The implementation of the project will activate the partnership and send an impulse for more active exchanges of experience, further mutual cooperation and possible expansion of the partnership with an interest in the implementation of the project in the future.

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4. WORKPLAN, WORK PACKAGES, ACTIVITIES, RESOURCES AND TIMING

4.1 Work plan

Work plan

Provide a brief description of the overall structure of the work plan (list of work packages or graphical presentation (Pert chart or similar)).

The project work plan was prepared in the first phase. It expresses the common interest of all partners in showing cultural and linguistic diversity of the partnership, restarting the cooperation and finding new, active citizens, and eliminating all prejudices. The structure of the work plan was created as follows:

- Mutual discussions of the partners, looking for themes and common lines
- Setting themes of the project
- Design of the activity plan
- Constitution of the project team
- Promotion and dissemination.

The work plan is composed of the following activities: workshops, trainings, debates, presentations, awareness-raising activities, exchanges and dissemination of good practices, communication activities.

Work plan:

DATE: 16-17 -18 /8/ 2024

Friday

14:00 Ceremonial opening of the event - welcoming of partners

15:00 Introduction to the event - presentation of the project concept and its goals

16:30 European citizens' initiative – support of the initiative in the form of collecting valid signatures

18:00 The role of EU cohesion policy in post-pandemic recovery - cohesion policy as a crisis response tool

20:00 Evening of familiarisation – rustic entertainment with music and dance

At the beginning of the event, after a mutual meeting, the project concept will be presented to the participants, elementary European topics will be covered. An important point will be getting to know the EU and getting closer to elementary information related to the EU. Citizens will get information for forming their attitudes towards the EU. By focusing on intercultural dialogue, we seek to create connections and common ground between participating cultures, communities and people by promoting understanding and interaction. The presentation of intercultural dialogue is a challenge for all Europeans to discover the benefits of our rich cultural heritage and draw knowledge from different cultural traditions.

Saturday

09:00 Opening of EU info stall - provision of information in the form of promotional materials

10:00 Visions worth following - children's imaginations of the future of the EU

12:00 Common lunch

13:30 Presentation of cultural heritage - Cultural program

15:00 Presentation of projects implemented by municipalities from EU subsidy structures - best practice

17:00 Pro-European values - goals and values of the EU on which it is based - discussions

18:00 Active aging - the EU's contribution to active aging and solidarity between generations

20:00 Social evening with music

At the beginning of the second day, the greatest emphasis will be placed on citizens' awareness of the need for their involvement. Participating in decision-making processes at the local, self-governing and union level is one of our unwritten obligations that result from European citizenship. Our future lies in a united and strong EU and joint cooperation. Many visions can be financed precisely from EU funds - this idea is supported by activities that show examples from practice. Topics also address current trends and allow participants to confront Euroscepticism and suggest possible steps the EU could take to realize the benefits of the EU and strengthen social and political cohesion.

Sunday

09:30 Let's think ahead - elimination of household waste production - workshop

11:00 Social Europe - steps taken to eliminate social exclusion and poverty in society

12:00 Presentation of strategic documents and initiatives - "New European Bauhaus Initiative", "EIGE-European Institute for Gender Equality", EU Strategy in the field of

children's rights, "Voice your Vision"...

13:30 Europe of the youth – presentation of EU policies aimed at youth

15:00 Visions about the direction of the partnership - brainstorming

17:00 Closing ceremony of the event

The central theme of the final day will be strengthening the partnership. In addition to the presentation of the joint history of the partners, the topics will also be devoted to no less important visions and joint directions. The topic is important for connecting nations through citizens and thus strengthening the partnership. An innovative element within the event is focusing the attention of individuals on environmental issues.

Timetable

Timetable (projects up to 2 years)																								
Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary.																								
Note: Use the project month numbers instead of calendar months. Month 1 marks always the start of the project. In the timeline you should indicate the timing of each activity per WP.																								
ACTIVITY	MONTHS																							
	M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14	M 15	M 16	M 17	M 18	M 19	M 20	M 21	M 22	M 23	M 24
Task 1.1																								
Task 1.2																								
Task 1.3																								
Task 1.4																								
Task 1.5																								

Task 1.6																								
Task 1.7																								
Task 1.8																								

Timetable (projects of more than 2 years)																									
Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary.																									
Note: Use actual calendar years and quarters. In the timeline you should indicate the timing of each activity per WP. You may add additional columns if your project is longer than 6 years.																									
ACTIVITY	YEAR 1				YEAR 2				YEAR 3				YEAR 4				YEAR 5				YEAR 6				
	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	
Task 1.1 - ...																									
Task 1.2 - ...																									
Task ...																									

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5. OTHER

5.1 Ethics and EU values

Ethics and EU values

Describe ethics issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.

Describe how you will ensure gender and non-discrimination mainstreaming in the project cycle. This means integrating gender equality and non-discrimination considerations in the design, implementation, monitoring and evaluation of project activities. Projects activities should be pro-active and contribute to the equal empowerment of women and men, girls and boys, in all their diversity, and ensure that they achieve their full potential, enjoy the same rights and opportunities. Gender and non-discrimination mainstreaming are a key mechanism for achieving gender equality and combating multiple and intersecting discrimination. In the delivery of project activities gender mainstreaming shall be ensured by systematically monitoring access, participation, and benefits among different genders, and by incorporating remedial action that redresses any gender inequalities and discriminatory effects in implementation of planned activities. The activities shall also seek to reduce levels of discrimination suffered by particular groups (as well as those at risk of multiple discrimination) and to improve equality outcomes for individuals.

If your project has a direct or indirect impact on children and their rights, indicate it clearly here. Make sure that your project is based on a child rights approach, i.e. that all the rights of the EU Charter of Fundamental Rights and the United Nations Convention on the Rights of the Child (UNCRC) and the Optional protocols, are promoted, respected, protected and fulfilled. The project should address children as rights holders and should ensure their participation in the design and implementation of the project. If you will have direct contacts with children you will have to provide a child protection policies in line with the [Keeping Children Safe Child Safeguarding Standards](#).

Explain how you intend to address privacy/data protection issues related to data collection, analysis and dissemination.

Outline measures to be taken and the policies in place to guarantee full compliance with the EU values mentioned in Article 2 of the Treaty on the European Union and Article 21 of the EU Charter of Fundamental Rights.

The presented project supports the ambition to strengthen the role of citizens in the decision-making processes of the European Union and in this way to strengthen their trust in European and, indirectly, national institutions. Through the activities, constructive dialogues with residents will be conducted, which will become key tools for listening to their opinions and stimulating the interest of European citizens. During the event, residents express their opinion, either directly at activities through debates and discussions or as part of a free program. In addition to the opportunity to contribute to potential legislative changes, participants have the opportunity to learn what the opinion of residents from different corners of Europe is, to jointly identify challenges and share experiences.

The presented project, as well as all its proposed activities, will be in full compliance with

- the highest ethical standards,
- EU values based on Article 2 of the Treaty on European Union and Article 21 of the EU Charter of Fundamental Rights and
- other applicable Union, international and national law (including General Data Protection Regulation 2016/679).

Project activities contribute to the equal empowerment of women and men in all their diversity. Some activities are specially dedicated to women, to raise their dignity and self-confidence. Also, seniors who often feel that they no longer fully belong to society can find specific activities. This is precisely what the selected activities in the schedule eliminate and provide them with space and opportunities for involvement. The project also addresses minority groups living in partner countries to share their stories and thus strengthen citizens' solidarity with people coming from minority communities or migrating from other countries. When compiling the project activities, we paid attention to gender-balanced representation, and women and men are equally represented.

In the aspect of direct or indirect impact on children, the project will conceptualize the topics in an elementary way for the understanding of the youngest generation, which will encounter some topics for the first time. For this reason, we will emphasize the simplest possible understanding. Children will have space to freely express their opinions. These opinions will be taken into account in questions that will concern them, taking into account their age and maturity. As part of the project, our goal is to raise awareness and improve the knowledge of our participants about the legal norms that protect and promote these rights in Europe. The information activity is in full coherence with the Treaty on the European Union, which stipulates the Union's obligation to support the protection of children's rights.

The Charter of Fundamental Rights of the European Union (EU), EU regulations and directives, as well as the jurisprudence of the Court of Justice of the EU (CJEU) contribute to a more precise determination of the protection of children's rights.

As part of ensuring privacy and data protection related to the collection, analysis and dissemination of data, we will proceed in accordance with the currently applicable legislation regarding Personal Data Protection and information on the processing of personal data based on Regulation (EU) 2016/679 of the European Parliament and of the Council on the Protection of Personal Data of persons in the processing of personal data and on the free movement of such data (hereinafter "GDPR") and Act no. 18/2018 Coll. on the protection of personal data and amendments to some laws. The protection of natural persons in connection with the processing of personal data is a fundamental right.

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5.2 Security

Security

Not applicable.

#§SEC-URI-SU\$# # @DEC-LAR-DL@#

6. DECLARATIONS

Double funding

Information concerning other EU grants for this project

 Please note that there is a strict prohibition of double funding from the EU budget (except under EU Synergies actions).

YES/NO

We confirm that to our best knowledge neither the project as a whole nor any parts of it have benefitted from any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.

YES

We confirm that to our best knowledge neither the project as a whole nor any parts of it are (nor will be) submitted for any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.

YES

Financial support to third parties (if applicable)

If in your project the maximum amount per third party will be more than the threshold amount set in the Call document, justify and explain why the higher amount is necessary in order to fulfil your project's objectives.

N/A

The financial support is designed for direct participants only – citizens from the partner municipalities of Bóly (HU), Törökbálint (HU), Cernat (RO), Vlčany (SR).

#§DEC-LAR-DL\$#

ANNEXES

LIST OF ANNEXES

Standard

Detailed budget table/Calculator (annex 1 to Part B) — *mandatory for Lump Sum Grants (see [Portal Reference Documents](#))*

CVs (annex 2 to Part B) — *mandatory, if required in the Call document*

Annual activity reports (annex 3 to Part B) — *mandatory, if required in the Call document*

List of previous projects (annex 4 to Part B) — *mandatory, if required in the Call document*

Special

Other annexes (annex 5 to Part B) — *mandatory, if required in the Call document*

**LIST OF PREVIOUS PROJECTS****List of previous projects***Please provide a list of your previous projects for the last 4 years.*

Participant	Project Reference No and Title, Funding programme	Period (start and end date)	Role (COO, BEN, AE, OTHER)	Amount (EUR)	Website (if any)
Neded	Obecné dni	2019	COO, BEN	26.694,26	https://www.neded.sk/
Neded	Posed. so seniormi	2019	COO, BEN	4.726,01	https://www.neded.sk/
Neded	Posed. so seniormi	2020	COO, BEN	5.254,200	https://www.neded.sk/
Neded	Obecné dni	2021	COO, BEN	3.924,40	https://www.neded.sk/
Neded	Posed. so seniormi	2021	COO, BEN	7.314,93	https://www.neded.sk/
Neded	Deň ľudových tradícií	2021	COO, BEN	300,-	https://www.neded.sk/
Neded	Obecné dni	2022	COO, BEN	31.871,71	https://www.neded.sk/
Neded	Posed. So seniormi	2022	COO, BEN	10.015,58	https://www.neded.sk/
Neded	Športové popoľudnie	2022	COO, BEN	500,00	https://www.neded.sk/
Neded	Mikulášske balíky pre deti	2022	COO, BEN	500,00	https://www.neded.sk/
Neded	Obecné dni	2023	COO, BEN	28.000,00	https://www.neded.sk/
Neded	Posed. So seniormi	2023	COO, BEN	7400,-	https://www.neded.sk/
Neded	Športové popoľudnie	2023	COO, BEN	500,00	https://www.neded.sk/
Neded	Mikulášske balíky	2023	COO, BEN	500,00	https://www.neded.sk/
Neded	Starí, mladí - všetci	2023	COO, BEN	1200,-	https://www.neded.sk/
Neded	TALE	01/05/2022 31/01/2023	COO, BEN	27485,-	https://www.neded.sk/

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.1	04.04.2024	Removal chapter 4.2 and Attention in budget

CERV Programme - Citizens engagement and participation strand: Town Twinning	
Estimated EU contribution	
Project title:	THE DIVERSITY OF EUROPE

Event (Work Package) Number	Number of International participants (manual input)	Lump Sum (automatic)
1	101/115	EUR 27 905
2		EUR 0
3		EUR 0
4		EUR 0

5		EUR 0
6		EUR 0

Total Amount **EUR 27 905**

ANNEX 2

ESTIMATED BUDGET (LUMP SUM BREAKDOWN) FOR THE ACTION

Forms of funding	Estimated EU contribution	
	Estimated eligible lump sum contributions (per work package)	Maximum grant amount ¹
	WP1 THE DIVERSITY OF EUROPE	
	Lump sum contribution	
	a	b = a
1 - OBEC NEDED	27 905.00	27 905.00
2 - Bóly		
3 - Törökbálint		
4 - COMUNA CERNAT		
5 - Obec Vlčany		
Σ consortium	27 905.00	27 905.00

¹ The 'maximum grant amount' is the maximum grant amount fixed in the grant agreement (on the basis of the sum of the beneficiaries' lump sum shares for the work packages).

FINANCIAL STATEMENT FOR THE ACTION FOR REPORTING PERIOD [NUMBER]

EU contribution												
Eligible lump sum contributions (per work package)												Requested EU contribution
	WP1 [name]	WP2 [name]	WP3 [name]	WP4 [name]	WP5 [name]	WP6 [name]	WP7 [name]	WP8 [name]	WP9 [name]	WP10 [name]	WP [XX]	
Forms of funding	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	
Status of completion	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	PARTIALLY COMPLETED	PARTIALLY COMPLETED	COMPLETED	NOT COMPLETED	
	a	b	c	d	e	f	g	h	i	j	k	$l = a + b + c + d + e + f + g + h + i + j + k$
1 – [short name beneficiary]												
1.1 – [short name affiliated entity]												
2 – [short name beneficiary]												
2.1 – [short name affiliated entity]												
X – [short name associated partner]												
Total consortium												

The consortium hereby confirms that:

The information provided is complete, reliable and true.

The lump sum contributions declared are eligible (in particular, the work packages have been completed and the work has been properly implemented and/or the results were achieved; see Article 6).

The proper implementation of the action/achievement of the results can be substantiated by adequate records and supporting documentation that will be produced upon request or in the context of checks, reviews, audits and investigations (see Articles 19, 21 and 25).

ANNEX 5

SPECIFIC RULES

INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS — ACCESS RIGHTS AND RIGHTS OF USE (— ARTICLE 16)

Rights of use of the granting authority on results for information, communication, dissemination and publicity purposes

The granting authority also has the right to exploit non-sensitive results of the action for information, communication, dissemination and publicity purposes, using any of the following modes:

- **use for its own purposes** (in particular, making them available to persons working for the granting authority or any other EU service (including institutions, bodies, offices, agencies, etc.) or EU Member State institution or body; copying or reproducing them in whole or in part, in unlimited numbers; and communication through press information services)
- **distribution to the public** in hard copies, in electronic or digital format, on the internet including social networks, as a downloadable or non-downloadable file
- **editing** or **redrafting** (including shortening, summarising, changing, correcting, cutting, inserting elements (e.g. meta-data, legends or other graphic, visual, audio or text elements extracting parts (e.g. audio or video files), dividing into parts or use in a compilation
- **translation** (including inserting subtitles/dubbing) in all official languages of EU
- **storage** in paper, electronic or other form
- **archiving** in line with applicable document-management rules
- the right to authorise **third parties** to act on its behalf or sub-license to third parties, including if there is licensed background, any of the rights or modes of exploitation set out in this provision
- **processing**, analysing, aggregating the results and **producing derivative works**
- **disseminating** the results in widely accessible databases or indexes (such as through ‘open access’ or ‘open data’ portals or similar repositories, whether free of charge or not.

The beneficiaries must ensure these rights of use for the whole duration they are protected by industrial or intellectual property rights.

If results are subject to moral rights or third party rights (including intellectual property rights or rights of natural persons on their image and voice), the beneficiaries must ensure that they

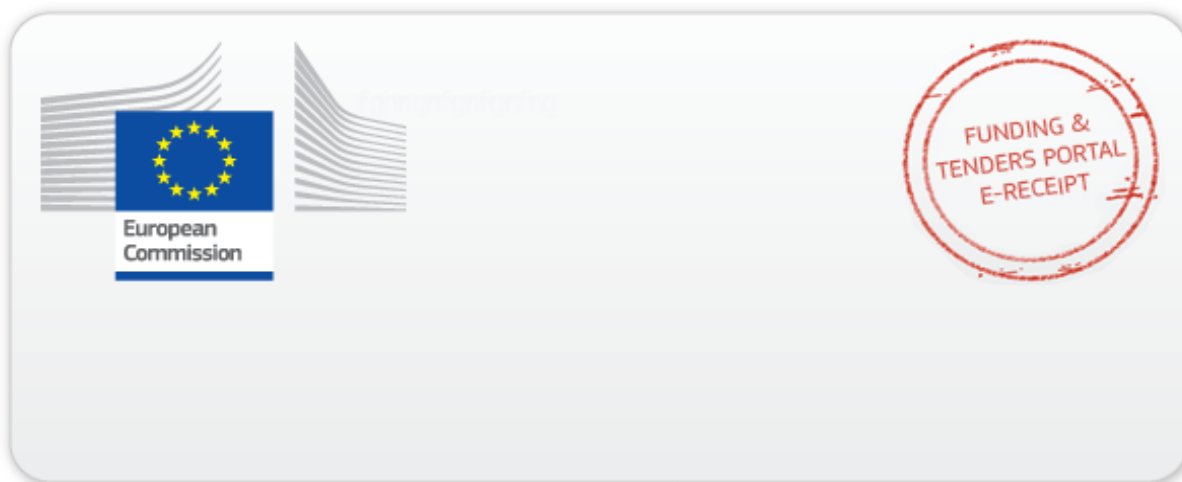
comply with their obligations under this Agreement (in particular, by obtaining the necessary licences and authorisations from the rights holders concerned).

COMMUNICATION, DISSEMINATION AND VISIBILITY (— ARTICLE 17)

Additional communication and dissemination activities

The beneficiaries must engage in the following additional communication and dissemination activities:

- present the project (including project summary, coordinator contact details, list of participants, European flag and funding statement and project results) on the beneficiaries' websites or social media accounts
- for actions involving **publications**, mention the action and the European flag and funding statement on the cover or the first pages following the editor's mention
- for actions involving public **events**, display signs and posters mentioning the action and the European flag and funding statement
- upload the public **project results** to the Rights and Values Project Results platform, available through the Funding & Tenders Portal.



This electronic receipt is a digitally signed version of the document submitted by your organisation. Both the content of the document and a set of metadata have been digitally sealed.

This digital signature mechanism, using a public-private key pair mechanism, uniquely binds this eReceipt to the modules of the Funding & Tenders Portal of the European Commission, to the transaction for which it was generated and ensures its full integrity. Therefore a complete digitally signed trail of the transaction is available both for your organisation and for the issuer of the eReceipt.

Any attempt to modify the content will lead to a break of the integrity of the electronic signature, which can be verified at any time by clicking on the eReceipt validation symbol.

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(<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/faq>)