

ROMÂNIA
JUDEȚUL HARGHITA
CONSILIUL JUDEȚEAN

Anexa nr.2 la Hotărârea nr. ____/2022
al Consiliului Județean Harghita



Co-funded by the
Europe for Citizens Programme
of the European Union

COOPERATION AGREEMENT

Title of the Project:

“Green Youth Empowerment: Green Jobs for Greener Europe”

Cooperation agreement for the implementation of the project “**Green Youth Empowerment: Green Jobs for Greener Europe.**” financed by the Citizens, Equality, Rights and Values Programme, **grant decision No 101091212.**

Between:

Applicant organization Partner 1: PODJETNISKI INKUBATOR KOCEVJE, JAVNI ZAVOD ZA PODJETNISTVO, IZOBRAZEVANJE IN DRUGE DEJAVNOSTI (Slovenia)

PIC: 899183793

hereinafter referred to as “COORDINATOR” or “KOCEVJE”

And:

Partner 2: Balvu Bernu un jauniesu centrs (Latvia)

PIC: 915639649 hereinafter referred to as or “BALVU BERNU”

Partner 3: FARSI PROSSIMO (Italy)

PIC: 907571383 hereinafter referred to as “FARSI PROSSIMO”

Partner 4: JUDEȚUL HARGHITA (Romania)

PIC: 944391225 hereinafter referred to as “HARGHITA”

Partner 5: Újszilvás Község Önkormányzata (Hungary)

PIC: 926559521 hereinafter referred to as “UJSZILVAS”

Partner 6: DIMOS AGIA (Greece)

PIC: 949866196 hereinafter referred to as "AGIA"

Partner 7: MUNICIPALITY OF GABROVO (Bulgaria)

PIC: 938862225 hereinafter referred to as "GABROVO"

Partner 8: Ayuntamiento de Cox (Spain)

PIC: 886776523 hereinafter referred to as "COX"

On the basis of:

- Regulation (EU) No 2021/692 of the European Parliament and the Council, of 28 April 2021, establishing the Citizens, Equality, Rights and Values Programme and repealing Regulation (EU) No 1381/2013 of the European Parliament and of the Council and Council Regulation (EU) No 390/2014;

- Programme Guide "Citizens, Equality, Rights and Values" (Version valid as of 20 May 2021); call for proposals CERV-2022-CITIZENS-TOWN-NT – EU Grants 2022 in order to support Strand 1: Town-Twinning and Strand 2: Networks of Towns

Article 1

Entry into force of the grant decision and duration

The actions shall be carried out between 01-01-2023 and 31-12-2024.

Each project partner accepts the work plan of the Application Form and respects the timetable of the events to be organised by the partners involved. In case if any change of timetable is required, the partner in question has to come to a common conclusion with the COORDINATOR and to reach a joint solution of the situation.

Article 2

Partners undertake the obligation to organise the project events allocated to their organisation (one international meeting per partner) maintaining the structure of the programme outlined in the Application form (hereinafter referred to as "AF"), while having the right to actualize the theme of the programme in a reasonable way, discussing the changes with the COORDINATOR with a minimum of 30 days notice.

Article 3

The partners undertake the obligation to send participants to the international events held in other countries; the number of persons delegated abroad is determined in the AF and is shown in the Table 1: Participation in meetings. The data of the participants, as well as the data related to the reservation of their flights should be sent to the organizing partner of each event at least 20 days before the start of each international event.

If a partner cannot send the definite number of participants to a partner's event abroad, it is its duty to inform the COORDINATOR and all other partners about this situation at least 20 days before the meeting asking for and helping to find substituting person(s) who can be enrolled on the attendants' list as be considered international attendants.

Table 1

Nr of people traveling	2023				2024			
	03/2023	05/2023	09/2023	10/2023	04/2024	05/2024	09/2024	10/2024
	Kocevje	Balvu Bėrnė	FARSI PROSSIMO	Ujszilvas	GABROVO	AGIA	Cox	HARGHITA
Kocevje		3	3	3	3	3	3	3
Balvu Bėrnė	3		2	2	2	2	2	3
FARSI PROSSIMO	3	2		2	2	2	2	3
Ujszilvas	3	2	2		2	2	2	3
GABROVO	3	2	2	2		2	2	3
AGIA	3	2	2	2	2		2	3
Cox	3	2	2	2	2	2		3
HARGHITA	3	2	2	2	2	2	2	

Article 4

Each partner undertake the obligation to ensure that minimum number of local participants as defined in the **Table 2**. Local participants are taking part as direct participants in the activities of the event organized by partner. According to the rule of the Programme, 30% of the total participants must be from international consortium of project partners (sent by project partners).

Table 2

Kocevje	50
Balvu Bėrnė	50
FARSI PROSSIMO	50
Ujszilvas	50
GABROVO	50
AGIA	50
Cox	50
HARGHITA	50

Article 5

Partners oblige themselves to manage and take part in the partners' events by respecting the following rules:

- travel costs of the persons visiting a meeting abroad are to be paid by the sending partner;
- accommodation costs of the invited participants and the organization costs of the meetings are paid by the respective organizing (host) partner.

The accommodation costs should cover the accommodation (including breakfast) of the foreign participants (maximum 3 nights per person). Each event will be attended by two or three representatives of each entity, depending on article 3.

The organization costs include the cost of the local transfer needed for arranging the meeting/programme, the costs of catering of the foreign participants (2 lunches and 3 dinners), and the expenses of the program (e.g. fee for lectures, preparation of program materials, rental fee for rooms, admissions etc.).

For example, parameters used to define the budget:

- Accommodation costs: 80,00 EUR per person for 1 night including breakfast
- Dinner: 15,00 EUR per person
- Lunch: 20,00 EUR per person
- Travel costs: 450,00 EUR per person
- General costs for the organization of event: 2.500,00 EUR per partner.

Citizens, Equality, Rights and Values Programme requires official insurances for the participants in the international meetings. Each partner is responsible for the travel insurances and civil insurances of its own participants.

The partners accept the allocation of the budget as shown in the Table 3: Budget structure per partner. All numbers in Table 3 are in EUR. Each partner receives the amount equal to the amount in column "Project Budget Total amount".

Table3:

Budget structure per partner				Project budget	Prepayment
	Local event	Travel costs	Calculated costs	Total amount	60%
Kocevje	9.325	9.450	18.775	18.500	11.100
Balvu Bärnu	7.375	7.200	14.575	15.500	9.300
FARSI PROSSIMO	7.375	7.200	14.575	15.500	9.300
Ujszilvas	7.375	7.200	14.575	15.500	9.300
GABROVO	7.375	7.200	14.575	15.500	9.300
AGIA	7.375	7.200	14.575	15.500	9.300
Cox	7.375	7.200	14.575	15.500	9.300
HARGHITA	9.325	6.750	16.075	16.500	9.900
Total				128.000	76.800
PROJECT COORDINATION	Design & Dissemination	Administration and Reporting	Project and Network Management	Total amount	
Kocevje	4.000	8.000	8.000	20.000	12.000
TOTAL PROJECT BUDGET				148.000	88.800

The division of the budget among budget lines (Travel, Accommodation and General Costs) has been done by the COORDINATOR in order to define the budget allocation per project partner. Considering that the expenditures do not need to be reported to the EU (the grant is calculated on the basis of lump sum financing) the partners will be free to administrate their share of budget as they prefer. That is, the total that corresponds can be allocated and spent according to their needs, as long as they meet their obligations to the project.

EU contribution covers 100% of estimated costs and no co-financing is needed.

All partners must keep the invoices of all the expenditures they undertake for the realization of their events as hosting partners, as well as the travel costs they incur when sending participants to each event, as part of the justification in case of ex-post audits from the EACEA.

Partners accept that 20.000 EUR is separated from the project budget for managing the common activities:

- 4.000 EUR for Design & Dissemination activities by COORDINATOR;
- 8.000 EUR for Administration and Reporting activities by COORDINATOR;
- 8.000 EUR for Project and Network Management activities by COORDINATOR.

Article 6

The partners accept that the amount paid in advance to the lead partner (60% of the total budget of the project), be transferred from the COORDINATOR bank account to the bank account indicated by each partner. The first payment, the 60% established at the Table 3 of this agreement shall be done after all partners signed the Cooperation Agreement and COORDINATOR received prepayment from the EU.

Article 7

In case a partner does not participate in a foreign meeting, the reduction of partner's budget will be calculated in the following way:

- The partners accept that if the number of the foreign participants delegated by one partner is less than defined in Table 1, the financial consequences arising in form of reduction of the EU grant will be allocated to the partner concerned.
- If a foreign participant is substituted by another international partner's participant, the amount of the average travel costs (450 EUR) shall be allocated to the partner who would make the substitution.

Article 8

If a partner does not fulfil its obligations for organizing a meeting and sending participants to project meetings abroad, all financial consequences have to be borne by itself, and the relevant amount of money, obtained from pre-financing payment, has to be paid back to the EU/EACEA via the COORDINATOR of the project.

The partners accept that they do not receive the pre-payment amount if not intending to take part in the implementation of the process.

The partners agree to make efforts to help each other in the financial management of the project. These supports range from the return of money in case of not participating in one of the events to providing free transportation or supporting the participation of any additional participant free of charge, assuming that this support is reasonable and agreed beforehand.

Article 9

The partners recognize that each organizing partner of the event must send a summary of the organized meeting (agenda, sign-up sheet, documents, presentations, photos, videos, etc.). All documents must be submitted on paper and recorded in digital format, uploaded to the web and sent by mail to the COORDINATOR up to one month after the meeting or sooner if COORDINATOR requires so.

Article 10

The partners accept that any conflict or issue related to the implementation of the project must be managed and resolved with the project COORDINATOR and that all project partners are committed to carrying out the actions foreseen in the project.

Article 11

The partners recognize that the recent document "Cooperation Agreement" must be signed by each project partner separately, and signed document (**signed with blue pen and scanned in color**) must be delivered to the COORDINATOR in scanned version by mail to the address:

marko@inkubator-kocevje.si as soon as possible (within a maximum period of 30 days from the day after receipt of this document), and that will be delivered in the original version (paper format), during the first international meeting, which will take place in March 2023.

Place and date and stamp of COORDINATOR

Kočevje, 24.10.2022

Marko Stijepić, direktor
Podjetniški inkubator
KočevjePlace and date: _

(signature and stamp of the partner)

JUDETUL HARGHITA
Mr. Csaba BORBOLY

Dear partners,

The application for the Green Youth Empower - a CERV project - was successfully approved. As a project coordinator, I look forward to our cooperation.

Now our first steps are to add all the data to prepare the Grant agreement for the project and to sign the GA Declaration.

Please log in to your EU Funding&Tenders portal: <https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/myarea>

and assign the PLSIGN role to your representative for this project (as I have been looking for this for "too long", I have made a series of screenshots so you will find it on your first try 😊 - please find it at the end of this email).

Thank you Albero for making this project possible and for bringing together this consortium of partners.

For any additional information I remain at your disposal.

With best regard

Marko Stijepić

direktor / CEO



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