



SUBSIDY CONTRACT
for the EU contribution
for implementation of the
Small Project Fund Umbrella Project

Application form ID: SKHU/1701/4.1/003

Project acronym: SPF ETA4

Project title: The Small Project Fund for the Eastern Programming Area -
Priority Axis 4

Interreg V-A Slovakia-Hungary
Cooperation Programme

SUBSIDY CONTRACT

for the implementation of the

Project No: SKHU/1701/4.1/003

with acronym: SPF ETA4

within the Interreg V-A Slovakia-Hungary
Cooperation Programme

The following Subsidy contract (hereinafter referred to as the Contract) is concluded between the

Ministry of Foreign Affairs and Trade

acting as the Managing Authority of the Interreg V-A Slovakia-Hungary Cooperation Programme (hereinafter referred to as the Managing Authority)

Address: 1027 Budapest, Bem rakpart 47., Hungary

Tax number: 15311344-1-41

on one hand,

and

Európske zoskupenie územnej spolupráce Via Carpatia s ručením obmedzeným

Address: Námestie Maratónu mieru 1, 042 66 Košice, Slovakia

Tax number: 2023851126

Represented by: **Ms. Julianna Orbán Máté**, director
acting as the Lead Beneficiary

on the other hand,

hereinafter jointly referred to as the Parties,

based on the following legal framework:

- REGULATION (EU, EURATOM) No 966/2012 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 25 October 2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation (EC, Euratom) No 1605/2002;
- COMMISSION DELEGATED REGULATION (EU) No 1268/2012 of 29 October 2012 on the rules of application of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council on the financial rules applicable to the general budget of the Union;

- Regulation (EU) No 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006 (hereinafter referred to as the Common Provisions Regulation, CPR);
- Regulation (EU) No 1301/2013 of the European Parliament and of the Council of 17 December 2013 on the European Regional Development Fund and on specific provisions concerning the Investment for growth and jobs goal and repealing Regulation (EC) No 1080/2006;
- Regulation (EU) No 1299/2013 of the European Parliament and of the Council of 17 December 2013 on specific provisions for the support from the European Regional Development Fund to the European territorial co-operation goal (hereinafter referred to as the ETC Regulation);
- Commission Delegated Regulation (EU) No 481/2014 of 4 March 2014 supplementing Regulation (EU) No 1299/2013 of the European Parliament and of the Council with regard to specific rules on eligibility of expenditure for cooperation programmes;
- Commission Regulation (EU) No 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid;
- Commission Decision 2011/9380/EC of 20 December 2011 on the application of Article 106(2) of the Treaty on the Functioning of the European Union to State aid in the form of public service compensation granted to certain undertakings entrusted with the operation of services of general economic interest;
- Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty.

The following regulations and guidelines have to be also respected in the framework of the present Contract:

- the Interreg V-A Slovakia-Hungary Cooperation Programme, approved by the European Commission on 30 September 2015 by Decision Ref No C(2015) 6805 and modified on 1 September 2016 by Decision Ref No C(2016)5653 (hereinafter referred to as the Programme);
- EU rules regarding EU horizontal policies such as the rules for competition and entry into the markets, the protection of the environment, the equal opportunities between men and women and public procurement;

- Communication from the Commission on the application of the European Union State aid rules to compensation granted for the provision of services of general economic interest (2012/C 8/02);
- national rules applicable to the Lead Beneficiary and the Beneficiaries (Lead Beneficiary and Beneficiaries hereinafter also referred to together as Project partners);
- Hungarian Government Decree No 44/2016. (III. 10.) on state aid rules in implementation of European Territorial Cooperation Programmes in the period 2014-2020
- documents of the relevant Calls for the Small Project Fund (hereinafter also SPF) Umbrella Project Proposals of the Programme (SKHU/1701 and SKHU/1704), published on 13th February 2017 and on 1st August 2017 on the Programme website (hereinafter referred to as the Call for proposals);
- the Beneficiary's manual for the Interreg V-A Slovakia-Hungary Cooperation Programme, laying down the programme specific rules for the implementation of the projects (hereinafter referred to as the Beneficiary's manual);
- the Guide on eligible expenditures for the Interreg V-A Slovakia-Hungary Cooperation Programme (hereinafter referred to as the Guide on eligible expenditures);
- the Visibility guide for projects in the Interreg V-A Slovakia-Hungary Cooperation Programme, laying down the programme specific rules on information and publicity measures of the projects (hereinafter referred to as Visibility guide for projects);
- the relevant national level legislation governing the rules of public procurement procedures in Hungary and Slovak Republic.

(1) Article
Award of subsidy

- 1.1. In accordance with the decision of the Monitoring Committee, dated 18th February 2018, an earmarked subsidy is awarded to the Lead Beneficiary from the ERDF funding under the Interreg V-A Slovakia-Hungary Cooperation Programme for the implementation of the Project No. **SKHU/1701/4.1/003** with the acronym **SPF ETA4** entitled **The Small Project Fund for the Eastern Programming Area - Priority Axis 4** (hereinafter referred to as the Project).

4,674,268.40 EUR

Maximum EU contribution awarded: *say: four million, six hundred seventy four thousand, two hundred sixty-eight euros and forty cents*

5,499,139.31 EUR

Total project budget: *say: five million, four hundred ninety-nine thousand, one hundred thirty-nine euros and thirty-one cents*
(including Lead Beneficiary and the other Beneficiaries)

- 1.2. If the subsidy to be received for the implementation of the project is affected by State aid, detailed rules can be found in Annex IV.
- 1.3. The EU co-financing rates per Beneficiary (including the Lead Beneficiary) are set in Annex I of the Contract. As a general rule, the EU co-financing rates per Beneficiary (including the Lead Beneficiary) cannot exceed 85 per cent of the total eligible expenditures.
- 1.4. The maximum amount of EU contribution awarded for the Project cannot be exceeded without decision of the Monitoring Committee.
- 1.5. Should the total eligible costs after the completion of the Project is lower than the budgeted amount, the above-mentioned EU contribution awarded under the Programme will be correspondingly reduced according to the EU co-financing rates per Project partners set in Annex I.
- 1.6. Reimbursement of the EU contribution is under the condition that the European Commission makes the funds available to the above-described extent and the Memorandum of Understanding signed by the two Member States is in force.
- 1.7. If the European Commission fails to make the funds available or if the Memorandum of Understanding signed by the Member States is no longer in force, the Managing Authority will be entitled to withdraw from the present Contract.

(2) Article
Duration of the Project

- 2.1. Project starting date: 01.04.2017

2.2. Project end date: 30.06.2022

2.3. The project activities have to be carried out and finalised within the project implementation period, and project expenditure has to be incurred within the project implementation period as defined by *Articles 2.1. and 2.2.* and paid according to the Guide on eligible expenditures.

(3) Article **Object of use**

- 3.1. The EU contribution is awarded exclusively for the implementation of the Project as it is described in the Application form and its annexes and documents attached to present contract as Annex I. The contract and its Annexes are to be taken as mutually explanatory of one another. For the purposes of interpretation, the priority of the documents shall be in accordance with the following sequence:
- a) Subsidy contract
 - b) Any subsequent amendments of the contract and its Annexes made in accordance with the provisions of *Article 11.*
 - c) Documents approved by the Monitoring Committee for SPF as regulated in the Rules of Procedures
- 3.2. Project expenditure which qualifies for the EU contribution awarded according to *Article 1.1.* consists exclusively of project expenditure related to the project activities listed in the Application form approved by the Monitoring Committee. The rules for the eligibility of expenditure are set in the Calls for the SPF Umbrella Project Proposals and in the Guide on eligible expenditures. The relevant EC regulations in force, in particular Articles 18 to 20 of the ETC Regulation and the rules contained in Commission Delegated Regulation (EU) No 481/2014, furthermore the national eligibility rules have to be respected. In case of contradiction between the above-mentioned rules, the stricter rule shall apply.
- 3.3. The Lead Beneficiary ensures that in the subsidy contracts for implementation of the small projects, the small project partners will bind themselves to respect and follow the valid EU and national legislation, to follow the programme documentation, as well as national and EU rules listed in the preamble of this contract.

(4) Article **Reporting and Applications for Reimbursement**

- 4.1. The Lead Beneficiary can only submit an Application for Reimbursement¹ to the Joint Secretariat if it is accompanied by proof of progress of the Project. Therefore, the Lead Beneficiary has to submit a Report (*means Project report or Final project report*) alongside each Application for Reimbursement, consisting of the description

¹ The Application for Reimbursement is to be understood as request for reimbursement of the management costs of the Umbrella Project Beneficiaries with the request for financing the small project beneficiaries.

of the activities carried out and their outputs and results during the reporting period, further consisting of a financial report presenting the financial progress of the Project compared to the Application form. Even if no expenditures were incurred in a reporting period, the Project report (*and the Final project report*) shall be submitted in due time to the Joint Secretariat.

- 4.2. The Lead Beneficiary has to submit the Project report and the Application for Reimbursement for each four-month reporting period from the project starting date indicated in *Article 2.1*. The Reports and the Applications for Reimbursement have to be submitted to the Joint Secretariat within 90 calendar days from the end date of each reporting period. The reporting periods and the actual deadlines for submission are indicated in *Article 4.14*.
- 4.3. Additional obligatory deadlines to submit an Application for Reimbursement may be set by the Managing Authority in order to avoid decommitment of EU contribution at programme level.
- 4.4. The first Project report and Application for Reimbursement have to cover the first reporting period as indicated in *Article 4.14*. Only budget lines foreseen in the present Contract and only Project partners involved according to the Application form can be considered for Application for Reimbursement.
- 4.5. The Final project report and Application for Reimbursement have to be submitted to the Joint Secretariat within 90 calendar days after the end date of the Project as indicated in *Article 2.2*.
- 4.6. The language of each report is English. The forms and tools of the Report, Application for Reimbursement and the Declaration on Validation of Expenditure are defined for the Programme and are obligatory to use. The Lead Beneficiary has to complete and submit the Reports and the Applications for Reimbursement according to the Beneficiary's manual.
- 4.7. The Application for Reimbursement submitted by the Lead Beneficiary shall contain only validated expenditure and shall be supported by the Declarations on Validation of Expenditure issued by the designated Control Bodies. Therefore, each partner has the obligation to ensure that its expenditures are checked and validated by a controller from the state on whose territory it is located, before the reimbursement request is submitted.
- 4.8. The Lead Beneficiary shall ensure that the expenditure presented by the Project partners has been incurred for the purpose of implementing the Project and that it corresponds to the activities agreed between the Project partners as described in Annex I.
- 4.9. In compliance with Point 2 (d) of Article 13 of the ETC Regulation, the Lead Beneficiary shall ensure that the expenditure presented by each Beneficiary has been validated by the designated Control Body. The designated Control Bodies and

the base for national level control requirements for both Member States are available in the Guide on eligible expenditures.

- 4.10. In case the Declarations on Validation of Expenditure are not received from each Beneficiary for a given reporting period, the Lead Beneficiary shall submit the Application for Reimbursement on the basis of the Declarations on Validation of Expenditure available for the reporting deadline. The expenditures of the Project partners not submitted for validation for the given reporting period within the deadline can be requested only for the next reporting deadline to the reporting period concerned.
- 4.11. The Lead Beneficiary shall submit the Application for Reimbursement in EUR, based on the Declarations on Validation of Expenditure issued in EUR by the designated Control Bodies of the Project partners.
- 4.12. Project partners from Member States which have not adopted the EUR as their currency shall convert into EUR the amounts of expenditure in the list of invoices incurred in national/or other currency before submission for validation to the responsible Control Body of the Member State. The expenditures shall be converted into EUR using the monthly accounting exchange rate² of the European Commission in force in the month during which that expenditure is firstly submitted in the given reporting period for validation by the Project partners to the Control Body.
- 4.13. The exchange rate risk is borne by the Lead Beneficiary or Beneficiary concerned.
- 4.14. The Lead Beneficiary shall request the reimbursement of the EU contribution on the basis of the following table:

	Reporting period	Deadline for submission of the Project reports and Applications for Reimbursement	Indicative spending forecast of ERDF contribution
1	01/04/2017 – 31/07/2017	29/10/2017	36 550,00 €
2	01/08/2017 – 30/11/2017	28/02/2018	36 550,00 €
3	01/12/2017 – 31/03/2018	29/06/2018	36 550,00 €
4	01/04/2018 – 31/07/2018	29/10/2018	435 987,89 €
5	01/08/2018 – 30/11/2018	28/02/2019	446 150,13 €
6	01/12/2018 – 31/03/2019	29/06/2019	445 831,38 €
7	01/04/2019 – 31/07/2019	29/10/2019	444 556,38 €
8	01/08/2019 – 30/11/2019	28/02/2020	444 556,38 €

² The monthly exchange rates of the European Commission are available at the website of the European Commission:
http://ec.europa.eu/budget/contracts_grants/info_contracts/infoeuro/index_en.cfm

9	01/12/2019 – 31/03/2020	29/06/2020	444 556,38 €
10	01/04/2020 – 31/07/2020	29/10/2020	444 556,37 €
11	01/08/2020 – 30/11/2020	28/02/2021	444 556,36 €
12	01/12/2020 – 31/03/2021	29/06/2021	444 556,36 €
13	01/04/2021 – 31/07/2021	29/10/2021	444 556,36 €
14	01/08/2021 – 30/11/2021	28/02/2022	36 550,00 €
15	01/12/2021 – 31/03/2022	29/06/2022	36 550,00 €
16	01/04/2022 – 30/06/2022	28/09/2022	51 654,41 €
Total			4 674 268,40 €

- 4.15. The Lead Beneficiary has the possibility to deviate from the indicative spending forecasts considering that in case of “n+3” decommitment resulting from underspending compared to the spending forecast, the Managing Authority is entitled to decommit the Project by reducing the original project budget and the corresponding EU contribution.
- 4.16. In case of a decision on the decommitment of the Project, the Managing Authority initiates the amendment of the present Contract. The modification of the contract in case of decommitment at project level shall take the form of a decision of the Managing Authority, which will be notified to the Lead Beneficiary, and which becomes part of the contract. In case of a decision on the decommitment of the project, the Lead Beneficiary shall submit a revised budget and Application Form, reflecting the decommitment, within two weeks following the receipt of MA's notification. In case of failure to respect the deadline, the decommitment shall be applied proportionally to all budgetary lines.
- 4.17. The Lead Beneficiary shall submit Project follow-up reports, proving the sustenance of the project outputs. Details about the content and submission of Project follow-up reports are regulated in the Beneficiary's manual valid for the given Call for proposals.
- 4.18. The Lead Beneficiary has to provide immediate information to the Joint Secretariat about circumstances which delay, hinder or make impossible the implementation of the Project, as well as about any circumstances which represent a change of the reimbursement conditions and frameworks as laid down in the present Contract or which entitle the Managing Authority to reduce or demand repayment of the EU contribution entirely or in part. Immediate information shall also be provided in case the Project has not been or cannot be fully implemented by carrying out the planned activities and results moreover by achieving at least 80 per cent of the quantifiable output indicators and 100 per cent of the performance framework (Annex III) or if the Project cannot or could not be implemented in due time. In case the Project cannot

be implemented in line with the time schedule determined in the Annex I as well as in line with the payment schedule specified in Point 14 of the present Article, the fact has to be reported via Project report to the Joint Secretariat. This reporting of underspending does not exempt for the possible n+3 decommitment.

(5) Article

Reimbursement of EU contribution to the Lead Beneficiary

- 5.1. The reimbursement of EU contribution to the Lead Beneficiary will be initiated only after the verification and acceptance of the Report and of its annexes, the Application for Reimbursement and the Declarations on Validation of Expenditure.
- 5.2. The Lead Beneficiary may be requested a completion of the Report and of the Application for Reimbursement during the verification process by the Joint Secretariat. After the second unsuccessful request/notice for completion, the Report and the Application for Reimbursement may be rejected. If the Report contains ineligible expenditure, the Joint Secretariat is entitled to send it back to the Lead Beneficiary or initiate irregularity procedure. In this case the Lead Beneficiary shall re-submit the Application for Reimbursement to the Joint Secretariat. In case the Final project report and the Application for Reimbursement are rejected, the Lead Beneficiary shall be informed about the possible/applied sanctions (e.g. suspension of the last payment, repayment of subsidy, withdrawal from the Contract).
- 5.3. Following the approval of the Final project report the Joint Secretariat initiates the financial closing of the Project in order to calculate the exact amount of EU contribution to be paid to the Project. Financial closing cannot be initiated in case other processes related to the Project are not closed such as irregularity and recovery procedures. After the final payment to the Lead Beneficiary, the Project is considered closed. While the Project is considered closed, audits might be carried out during the programme period and/or within the timeframe stipulated in Article 140(1) of the CPR and further detailed in the Beneficiary's manual. During this period, irregularity procedures and repayments can be initiated related to the Project.
- 5.4. The reimbursement of EU contribution will be authorised by the Certifying Authority. In case the EU contribution balance of the programme single bank account handled by the Certifying Authority does not cover the amount to be reimbursed, the reimbursement process will be suspended until the transfer of the EU contribution from the European Commission is credited to the programme single bank account.
- 5.5. For receiving the reimbursement of EU contribution and for the transfers of EU contribution to the Beneficiaries and to the small project lead beneficiaries, the Lead Beneficiary has to open a separate EUR bank account exclusively for the Project.
- 5.6. The EU contribution will be reimbursed in EUR exclusively and will be transferred to the following separate project EUR bank account indicated by the Lead Beneficiary:

IBAN account number:	SK59 0200 0000 0038 2806 2854
SWIFT code:	SUBASKBX
Bank name:	Všeobecná úverová banka, a.s.
Bank address:	Mlynské nivy 1, 829 90 Bratislava 25

- 5.7. The Lead Beneficiary has to officially notify the Joint Secretariat in written form in case of a change of the separate project bank account within 15 calendar days or with the submission of the Application for Reimbursement at the latest. In case the Lead Beneficiary fails to properly inform the Joint Secretariat on the details of its separate bank account, all consequences, including those of financial nature, shall be borne by the Lead Beneficiary.
- 5.8. The Lead Beneficiary is responsible for transferring the EU contribution to the Beneficiaries and to the small project lead beneficiaries according to the approved Application for Reimbursement, within the timeframe agreed in the signed Partnership agreement, and will make no deduction, retention or further specific charge from the ERDF amounts it receives.
- 5.9. Bank statements proving the management of the separate project bank account and the transfer of funds from the Lead Beneficiary to the Umbrella Project Beneficiaries have to be presented to the Joint Secretariat attached to the Reports. Bank statement proving that the Lead Beneficiary transferred the EU contribution approved in the Final project report to the Umbrella Project Beneficiary(ies) must be submitted to the Joint Secretariat within 5 (five) working days from the transfer.

(6) Article Implementation Reports

- 6.1. From 2018 the Lead Beneficiary shall submit an annual implementation report of the Project to the Managing Authority until the end of February each year covering the previous calendar year.
- 6.2. The Lead Beneficiary shall submit the final implementation report of the Project to the Managing Authority until the requested deadline agreed by the Managing Authority, Audit Authority and Certifying Authority before the closure exercise of the Programme. The Lead Beneficiary will be informed in due time.
- 6.3. The implementation reports (annual and final) shall be submitted on template as regulated by Commission Implementing Regulation (EU) 2015/207 laying down detailed rules on implementing Regulation (EU) No 1303/2013.
- 6.4. The Lead Beneficiary shall report to the Managing Authority on the Performance Framework Indicators and indicators stipulated in the Call for Proposals upon request.

(7) Article
Double funding

- 7.1. The Lead Beneficiary makes sure that the eligible expenditures occurred during the implementation of the project are not double funded by any other European and/or national funds.

(8) Article
Representation of the Project partners, liability and additional obligations of the

- 8.1. In order to lay down the arrangements for its relations with the Beneficiaries the Lead Beneficiary is responsible to conclude a Partnership agreement with them.
- 8.2. The Lead Beneficiary represents the partnership as defined in the Partnership agreement and is the only direct contact between the Project and the programme management bodies. The Lead Beneficiary shall be responsible for ensuring the efficient implementation of the entire Project. To this end, the Lead Beneficiary shall coordinate the implementation of the project in due time according to the provisions of the present contract and of the national and European legislation as well as provisions of the Calls for the SPF Umbrella Project Proposals, and undertake among others:
- a) to co-ordinate the start of the Project as set in *Article 2.1*;
 - b) to co-ordinate the implementation of the Project according to the time schedule agreed upon in the present Contract and in Annex I;
 - c) to guarantee the sound financial management of the funds allocated to the Project, including the arrangements for recovering amounts unduly paid;
 - d) to meet the reporting requirements and ensure any other documentation obligations;
 - e) to ensure that the expenditure presented by the Lead Beneficiary and by the Beneficiaries has been paid for the purpose of implementing the Project and to ensure that it corresponds to the activities agreed between the members of the partnership and indicated in Annex I;
 - f) to verify that the expenditure presented by the Lead Beneficiary and the other Beneficiaries has been validated by the designated Control Bodies;
 - g) to collect documents and information from the Beneficiaries in order to present Project reports and Applications for Reimbursement;
 - h) to comply with EU regulations, as referred to in the preamble of the present Contract, and with the relevant national legislation for the whole partnership with special regard to public procurement, State aid, publicity, furthermore rules on sustainable development and equal opportunities;

- i) to transfer the EU contribution correctly and within the timeframe agreed in the Partnership agreement upon receipt to the other Beneficiaries and to the small project lead beneficiaries and in full, no specific charge or other charge with equivalent effect shall be levied which would reduce these amounts for the Beneficiaries; in case of a claim for repayment from the Managing Authority, the Lead Beneficiary cannot exculpate itself with the argument of the transfer of the funds;
 - j) to maintain separate accounting for project implementation purposes in a manner ensuring the identification of each financial operation within the Project;
 - k) to ensure the sustainability of the project results.
- 8.3. The Lead Beneficiary bears responsibility for the activities of the other Beneficiaries and the sub-contractors like its own activities.
- 8.4. The Lead Beneficiary ensures correctness and eligibility of expenditures of small project beneficiaries by means of:
- a) Control of the expenditures declared in the reports from realization of small projects;
 - b) Providing and monitoring of public support for small project beneficiaries;
 - c) On the spot checks at the implementation sites of small projects;
 - d) Control of the public procurements carried out by small project beneficiaries;
- 8.5. The Lead Beneficiary is responsible for developing detailed rules for realization of the obligations listed in Point 8.4 letters a) – d).
- 8.6. The Lead Beneficiary takes full responsibility for the damages caused to third parties from its own fault during the implementation of the Project. The Managing Authority has no responsibility for the damages caused to third parties as a result of executing the Contract.
- 8.7. The Lead Beneficiary is liable towards the Managing Authority for ensuring that the Project partners fulfil their obligations under this Contract.

(9) Article

Procurement rules

- 9.1. According to Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation (EC, Euratom) No 1605/2002 and other relevant regulations, the projects contracted under the Programme have to manage the procurement of services, supplies / goods / equipment and works in

accordance with national procurement rules in force depending on the seat/branch office of the given organisation.

- 9.2. Documents which should be submitted to support validation of costs related to procurements below national threshold are listed in the Guide on eligible expenditures.

(10) Article

Information and publicity

- 10.1. The Lead Beneficiary and all Project Partners undertakes to fulfil the information and publicity measures set out in the Visibility guide for projects, with the aim of promoting the fact that co-financing is provided from EU contribution available under the Interreg V-A Slovakia-Hungary Cooperation Programme, furthermore it undertakes to ensure the adequate promotion of the Project.
- 10.2. The Lead Beneficiary shall ensure that all project official communication (e.g. any notice, publication, website or project event, including conferences or seminars) specifies that the Project has received funding from the EU within the framework of the Interreg V-A Slovakia-Hungary Cooperation Programme, by following the instructions detailed in the Visibility guide for projects.
- 10.3. Any notice or publication by the Project partners, in whatever form and on or by whatever medium, must specify that it reflects the author's views and that the Managing Authority is not liable for any use that may be made of the information contained therein.
- 10.4. The Managing Authority / Joint Secretariat shall be authorised to publish, in any kind of form and on or by any kind of medium the following pieces of information:
- a) the title and the acronym of the Project;
 - b) the name and contact details of the Lead Beneficiary and of the Beneficiaries;
 - c) the amount of subsidy and the EU co-financing rate;
 - d) the purpose of the EU contribution (i.e. the Project's overall objective);
 - e) the geographical location of the Project;
 - f) project results, evaluations and summaries;
 - g) other information about the Project, if considered relevant.
- 10.5. The Lead Beneficiary shall ensure the proper means of communication between the Project and the Programme, including:
- a) participation, whenever requested, in Lead Beneficiary trainings organised by the Joint Secretariat;

- b) participation, whenever requested, in other events organised by the programme management bodies with the purpose of presenting / discussing / developing / sharing project results and creating synergies with other projects and relevant organisations;
 - c) providing a visible link on the Project's web site to the Programme website – www.skhu.eu.
- 10.6. The Lead Beneficiary acknowledges and shall ensure that the above information and publicity measures defined in *Article 10* also refer and will be applied on the small project implemented within the Small Project Fund.

(11) Article
Amendments to the Contract and other project changes

- 11.1. The Lead Beneficiary has to request the modification of the Contract in case of substantial changes in the Project which are the following:
- a) changes in the composition of the project partnership (except legal succession);
 - b) substantial changes in the content of the Project (resulting in a more than 20 per cent deviation from the quantified output indicator(s));
 - c) changes in project activities (either introducing new ones or replacing old ones);
 - d) financial reallocations between the cost categories exceeding 20 per cent of either affected expenditure category and exceeding 10 000,00 EUR within the budget of the Lead Beneficiary or the particular Beneficiary;
 - e) prolongation of the project duration;
 - f) change of the bank account of the Lead Beneficiary.
- 11.2. Modifications of the Contract cannot affect the basic purpose of the Project as approved by the Monitoring Committee.
- 11.3. Any request (except from the decommitment decision of the MA) for a modification of the Contract has to be justified and submitted by the Lead Beneficiary to the Joint Secretariat in a written form, as regulated in the Beneficiary's manual. The Joint Secretariat will process the request for modification and will submit it for approval to the Managing Authority or the Monitoring Committee, according to the type of modification requested. The Lead Beneficiary can be contacted if any further clarification of the submitted modification request or change in the project is necessary. The Addendum to the Contract has to be signed by both Parties according to the approval of the Managing Authority / Monitoring Committee according to the Beneficiary's manual.

- 11.4. Budget reallocations between the Lead Beneficiary and the other Beneficiaries, furthermore budget reallocations between the other Beneficiaries are not allowed.
- 11.5. The Addendum to the Contract enters into force on the date of signature by the last of the Parties. The date from which the changes contained in the Addendum shall be effective is to be explicitly identified in the text of the Addendum.
- 11.6. Other changes in the Project than listed in *Article 11.1* will not require Contract modification, but the Lead Beneficiary has to notify the Joint Secretariat in a written form providing description and justification of a change. The change is approved once the Lead Beneficiary receives a confirmation from the Joint Secretariat that the project change is accepted. Examples of these changes are as follows:
- a) changes of addresses, contact details, statutory representative/s, contact person/s;
 - b) changes of bank accounts of Beneficiaries (other than Lead Beneficiary);
 - c) changes in project activities (specification/description);
 - d) changes in project timetable (not having impact on the overall project duration);
 - e) changes in budget items provided that they do not affect the basic purpose of the project approved by the Monitoring Committee; and
 - f) financial reallocations within cost categories or in between the cost categories equalling or not exceeding 20 per cent of either affected expenditure category or equalling or not exceeding 10 000,00 EUR within the budget of the Lead Beneficiary or the particular Beneficiary;
- 11.7. Detailed rules describing each case of Contract modification or other changes in the Project are set in the Beneficiary's manual.
- 11.8. Request for modification of the Contract and/or changes related to the budget of the Lead Beneficiary and other Beneficiaries can be requested only once during a reporting period of the Project.
- 11.9. The limit of budget reallocation is calculated from the concluded original Contract, therefore accumulation of changes is counted together and rules are applied accordingly. By its nature, any increase of budget of a expenditure category(ies) on one side leads to a reduction of budget of other expenditure category(ies) on the other side, therefore either effected expenditure categories are counted concerning to the rule. All indicated changes in the Project have to respect the rules of the Call for proposals and Applicant's manual and Guide on eligible expenditures, e.g. meaning that if a limit for a certain type of cost was given in the Guide on eligible expenditures, the notified (initiated) change has to respect the limit as well.

(12) Article
Assignment, legal succession

- 12.1. The Managing Authority is entitled at any time to assign its rights under the present Contract. In case of assignment the Managing Authority will inform the Lead Beneficiary without delay.
- 12.2. The Lead Beneficiary is allowed to assign all or parts of its duties and rights under the present Contract only after prior decision of the Monitoring Committee and written consent of the Managing Authority.
- 12.3. In case of legal succession the Parties are obliged to transfer all duties under the present Contract to the legal successor. The Parties shall notify each other about any change beforehand. In case of legal succession affecting the Lead Beneficiary or a Beneficiary the Lead Beneficiary shall notify the Joint Secretariat beforehand. In case of legal succession – as all duties under the present Contract is transferred to the legal successor – therefore the Contract shall not be modified.

(13) Article
Audit rights

- 13.1. The responsible auditing bodies of the EU and, within their responsibility, the auditing bodies of the Member States, as well as the Audit Authority, the Managing Authority, the Joint Secretariat and the Certifying Authority of the Programme are entitled to audit the proper use of funds by the Lead Beneficiary and by the Beneficiaries or to arrange for such an audit to be carried out by authorised persons.
- 13.2. The Lead Beneficiary shall produce all documents required for the audit, provide necessary information and give access to its business premises. The Lead Beneficiary is obliged to retain for audit purposes all files, documents and data about the Project for at least until the time as specified in Article 140(1) of the CPR and further detailed in the Beneficiary's manual. Documents to be retained are listed in Annex III.
- 13.3. The designated Control Bodies are entitled to carry out on-the-spot checks as part of their verification activities, while the Joint Secretariat or the Managing Authority are entitled to carry out monitoring visits in order to check the progress of the Project from a professional point of view, at the premises of the Lead Beneficiary and of the Beneficiaries.
- 13.4. The Lead Beneficiary is obliged to guarantee the fulfilment of the above stipulated duties in relation to all other Beneficiaries as well.
- 13.5. Observing the recommendations received after an audit must be ensured by the Project partners, otherwise the Managing Authority has the right to terminate the Contract.

**(14) Article
Irregularities**

- 14.1. The Managing Authority shall show zero tolerance to any suspected cases of fraud and shall take all necessary measures to prevent and correct such cases. In case of an irregularity is found and decided during project implementation the Managing Authority reserves the right to claim the repayment of the EU contribution in full or in part from the Lead Beneficiary and has the right to reduce the amount of the EU contribution awarded. In case an irregularity is committed, the Managing Authority shall impose to the Lead Beneficiary all the necessary measures for the elimination or diminishing of the consequences on the implementation of the project.
- 14.2. Based on the above, the Lead Beneficiary is always responsible for securing the repayment of the EU contribution unduly paid to the Project, even if the irregularity was committed by one of the other Beneficiaries or by small project beneficiaries.
- 14.3. If another Beneficiary commits an irregularity, the Lead Beneficiary – after having received the notice on repayment – is obliged to request the amount unduly paid from the Beneficiary concerned and repay it to the Managing Authority within the deadline for the repayment set in *Article 15.2*. The Lead Beneficiary shall exercise due diligence to ensure repayment.
- 14.4. If the Lead Beneficiary does not succeed in securing the repayment from the Beneficiary / Beneficiaries, within 5 calendar days from the end of the deadline given the Lead Beneficiary has to notify the Joint Secretariat and has to send proof of steps taken by the Lead Beneficiary towards the Beneficiary / Beneficiaries.
- 14.5. When the amount unduly paid has not been recovered due to negligence of the Lead Beneficiary, the Lead Beneficiary shall remain responsible for the repayment.

**(15) Article
Right of withdrawal – Repayment – Suspension of reimbursement**

- 15.1. The Managing Authority is entitled to withdraw from the present Contract and to demand the repayment of the EU contribution in full or in part if:
- a) the Lead Beneficiary has obtained the EU contribution through false or incomplete statements to bodies/appointees of the European Commission, the Managing Authority or any other authorities involved in the implementation of the Programme; or if
 - b) a precondition for the approval of the Project is no longer given, in particular if the compulsory Cross-border beneficiary resigns from the Project and is not replaced in line with the provisions of Article 11; or if
 - c) the Partnership agreement concluded between the Project partners is no longer in force; or if

- d) the Lead Beneficiary becomes insolvent or subject to bankruptcy proceedings; or if
- e) the Lead Beneficiary becomes guilty of misrepresentation in supplying the information required by the Managing Authority or in failing to provide requested information; or
- f) in case of identified irregularities; or if
- g) the Lead Beneficiary fails to fulfil a condition or an obligation resulting from the present Contract, in particular if
- h) the Lead Beneficiary fails to submit a Project report and Application for Reimbursement within the reporting deadline;
- i) the Lead Beneficiary fails to submit the annual implementation reports and final implementation report as defined in Article 6; or if
- j) the Lead Beneficiary repeatedly fails to submit Project follow-up reports, if applicable; or if
- k) the Lead Beneficiary fails to sustain the results of the Project as defined in Article 16; or if
- l) the Project has not been or cannot be fully implemented by carrying out the planned activities and results moreover by achieving at least 80 per cent of the quantifiable output indicators and 100 per cent of the performance framework as defined in Annex III, or if the Project cannot or could not be implemented in due time; or if
- m) the regulations of EU and national law (including provisions concerning public procurement rules, State aid rules, publicity rules, rules on environmental protection and rules on equal opportunities) have been infringed; or if
- n) the Lead Beneficiary has impeded or prevented the auditing of the Project or failed to retain the project documentation as referred to in Article 13; or if
- o) the EU contribution awarded has been partially or entirely misapplied for purposes other than those agreed upon; or if
- p) it has been impossible to verify that the Final project report is correct and thus the eligibility of the Project for funding from the Programme cannot be verified.

15.2. If the Managing Authority sends a request for repayment for the amount of EU contribution paid unduly and the corresponding interest chargeable, the Lead Beneficiary is obliged to secure repayments from the Beneficiaries concerned and has to repay the amount specified by the Managing Authority before the due date. The repayment by the Lead Beneficiary is due within two months following the receipt date of the request for repayment. The rate of the interest shall be one-and-a-

half percentage points above the rate applied by the European Central Bank in its main refinancing operations on the date of the request for repayment.

- 15.3. The Managing Authority has the right to recover the amounts specified in the request for repayment by deducting them from the Application for Reimbursement submitted by the Lead Beneficiary.
- 15.4. In case of any delay in the repayment, the amount to be recovered shall be subject to interest on late payment, starting on the due date and ending on the actual date of repayment. The rate of interest on late payment shall be one-and-a-half percentage points above the rate applied by the European Central Bank in its main refinancing operations on the due date.
- 15.5. If the Managing Authority exercises its right of withdrawal, offsetting by the Lead Beneficiary is excluded unless its claim is undisputed or recognised by declaratory judgement.
- 15.6. The Lead Beneficiary is entitled to exercise the right of withdrawal if the implementation of the Project becomes impossible due to circumstances independent from the Lead Beneficiary, including the occurrence of force majeure. Force majeure is any external event, unforeseeable, absolutely invincible and inevitable occurred after the conclusion of this Subsidy Contract and which prevents the execution of all or part of this contract. Force majeure, established under the law, exonerates the parties in case of failure to execute totally or partially the obligations under this Contract, as long as the force majeure is in force, and only if the other party has been duly notified. The parties shall take all measures at their disposal to limit the consequences of force majeure. The execution of the contract is suspended from the occurrence of force majeure during the whole period of its action. In this case, the Lead Beneficiary shall repay the whole amount of EU contribution reimbursed together with the interest chargeable within two months from the date of notifying the Managing Authority on the withdrawal from the Contract. The rate of interest shall be the rate applied by the European Central Bank in its main refinancing operations on the date of notifying the Managing Authority on the withdrawal from the Contract.
- 15.7. The Managing Authority may decide to suspend the reimbursement of the EU contribution if the provisions laid down in the Memorandum of Understanding are not respected by the Member States. The Lead Beneficiary shall be informed on the suspension.
- 15.8. In case of observations and/or reservations raised by the Commission on the description of the Management and Control System of the Interreg V-A Slovakia-Hungary Programme or in case of a system error detected, the MA has the right to temporarily withhold payments to a particular project partner or the project as a whole. Payment suspension(s) shall be lifted as soon as observations and/or reservations raised by the Commission have been withdrawn and the MA has received sufficient evidence on the solution of the systemic error(s) detected. In case

the European Commission takes the decision of interrupting or totally suspending the funds, the Managing Authority may terminate the contract.

(16) Article
Ownership/use of results, revenues generated

- 16.1. The Project retains the EU contribution only if it does not, within five years from the final payment to the Lead Beneficiary - except where State aid rules provide for a different period -, undergo a substantial modification such as;
- a) a cessation or relocation of a productive activity outside the programme area;
 - b) a change in ownership of an item of infrastructure which gives to a firm or a public body an undue advantage;
 - c) a substantial change affecting its nature, objectives or implementation conditions which would result in undermining its original objectives.
- 16.2. Ownership, title and industrial and intellectual property rights in the outputs of the Project and the reports and other documents relating to it shall vest in the Project partners. Leasing, handing over/selling or transferring the rights of use of the outputs of the Project is only possible with the prior written consent of the Managing Authority and only in case if all the rights and obligations following from the present Contract and connected to the subject of matter will be transferred to the new party. The use of the results of the Project can be checked by the Managing Authority / Joint Secretariat. Widespread publicity of such results shall be ensured by the Lead Beneficiary in order to make them available to the public.
- 16.3. The Lead Beneficiary and the Managing Authority shall find individual arrangements in those cases where intellectual property rights (such as for data acquired for the Project which do not belong to public domain) already exist.
- 16.4. For projects which have calculated the expected net revenues in line with Article 61 (3) of the CPR during the application stage and included the related amount in the application, the ERDF contribution to the project is already determined with consideration to the corresponding net revenue generated. If project related revenue occurs for projects where revenues have not been foreseen, therefore have not been deducted at application phase it decreases the basis for co-financing and must be deducted from the total expenditure by the controller during implementation phase. Where it is objectively not possible to determine in advance the revenues that occur after project implementation, the net revenue generated within three years of the completion of the project, or by the deadline for the submission of documents for programme closure, whichever is the earlier, have to be reported to the MA/JS. The corresponding ERDF contribution has to be either withheld from the last instalment to the project or reimbursed to the MA.

(17) Article
Concluding provisions

17.1. If any provision in the present Contract should be entirely or partly ineffective, the remaining provisions remain binding for the Parties. The Parties to the Contract undertake to replace the ineffective provision by an effective one which comes as close as possible to the purpose of the ineffective provision.

17.2. Amendments and supplements to the present Contract must be in written form.

17.3. All correspondence with the Managing Authority / Joint Secretariat under the present Contract must be in English language and has to be sent to the following address:

SKHU Joint Secretariat
Szép utca 2.
1053 Budapest, Hungary

17.4. All correspondence with the Lead Beneficiary under the present Contract must be in English language and has to be sent to the following address:

Address of the Lead Beneficiary: Námesťe Maratónu mieru 1, 042 66 Košice
Name of contact person: Ms. Julianna Orbán Máté
E-mail address: julianna.orbanmate@gmail.com
Telephone number: +421 55 7268391, +421 918 804 427

17.5. The present Contract is concluded in English language. In case of translation of the present Contract and of its Annexes into another language, the English version shall prevail.



17.6. The Annexes to this Contract are binding and form an integral part of the Contract.

17.7. The present Contract is governed by Hungarian law and all matters not regulated in the Contract are subject to the legal understanding laid down in the Hungarian Civil Code (Act V. of 2013). In case of differences that are not ruled by the present Contract, the Parties agree to find an amicable and mutually acceptable solution. If the Parties fail to do so, all disputes arising in connection with the Contract shall be settled by the Pest Central District Court.

17.8. The present Contract is signed in three original copies of which one remains at the Lead Beneficiary and two original copies are to be returned to the Joint Secretariat (out of which one copy will be sent to the Managing Authority by the Joint Secretariat).

17.9. The Contract enters into force on the date of signature by the last of both Parties.

- 17.10. The present Contract shall remain in force until the Lead Beneficiary has discharged in full its obligations arising from the Contract towards the Managing Authority, i.e. as long as any duties linked to the EU funding might be claimed.

Place and date: <i>Vesice, 5/11/2018</i>	Place and date: <i>Budapest, 29/10/2018</i>
Lead Beneficiary represented by Nár:  <i>cti</i>	Managing Authority represented by 
<i>J</i> Julianna Orbán Máté director	Nikoletta Horváth Deputy Head of the Managing Authority

Annexes to the Contract

- I. Application form / separate documents agreed with Lead Beneficiary during contracting
- II. Partnership agreement signed by each Project partners
- III. Performance framework
- IV. List of documents to be retained
- V. Applicable project specific State aid rules

Identification of the Call for proposals

SKHU/1701

Project registration number

SKHU/1701/4.1/003



Application form for the SPF Umbrella Project

Title of the Programme **Interreg V-A Slovakia Hungary Cross Border Cooperation Programme**

Name of the Lead Beneficiary **Európske zoskupenie územnej spolupráce Via Carpatia s ručením obmedzeným**

Title of the project **The Small Project Fund for the Eastern Programming Area - Priority Axis 4**

Project acronym **SPF ETA4**

Priority Axis **PA4 | Enhancing cross-border cooperation of public authorities and people living in the border area**

Specific objective **SO4.1 | Improving the level of cross border inter-institutional cooperation and broadening cross border cooperation between citizens**

Total budget **5 499 139,31 EUR**

ERDF contribution **4 674 268,40 EUR**

2. MAIN DATA

Project title

74 /200

The Small Project Fund for the Eastern Programming Area - Priority Axis 4

Project acronym

8 /30

SPF ETA4

Project duration

63

Months

Lead Beneficiary

Európske zoskupenie územnej spolupráce Via Carpatia s ručením obmedzeným

Priority axis

PA4 | Enhancing cross-border cooperation of public authorities and people living in the border area

Specific objective

SO4.1 | Improving the level of cross border inter-institutional cooperation and broadening cross border cooperation between citizens

Type of action

Launching and strengthening sustainable cross-border cooperation between citizens (People-to-people)

Project start date

4

Month

2017

Year

Project end date

6

Month

2022

Year

Source of funding

Total budget

5 499 139,31 EUR

ERDF contribution

4 674 268,40 EUR

State contribution

86 191,99 EUR

Own contribution

738 678,92 EUR

Hungary

11 115,00 EUR

Slovakia

75 076,99 EUR

Planned net revenue

- EUR

3. PROJECT SUMMARY

Short project summary in English

1788/2000

The Small Project Fund for the Eastern Programming Area – Priority Axis 4 represents an umbrella project implemented by the cross-border project consortium composed of the lead beneficiary EGTC Via Carpatia and project partners – Košice Self-governing region and the Szechenyi Office. The umbrella project is a tool serving the implementation of small scale projects of the Small Project Fund which is financed from the budget of the Interreg V-A Slovakia-Hungary Cooperation Programme. This umbrella project constitutes a twin project implemented in the Western Programming Area, simultaneously targeted at Priority Axis 4.

The overall objective of the Small Project Fund implemented by the umbrella project is to strengthen social cohesion across borders by supporting local level cooperation and to establish and improve long-term collaboration between participants on both sides of the border through the support of local/regional projects. Its main output is comprised of the successfully implemented small projects in the Eastern Programming Area under the activity The Small Project Fund. The umbrella project will be carried-out via other supportive project activities – project management, communication, the implementation of the Small Project Fund and First Level Control.

The umbrella project will help to fulfil the indicators set at the Programme level and will contribute to the specific objective of Priority Axis 4 – Enhancing cross-border cooperation of public authorities and people living in the border area - improving the level of cross border inter-institutional cooperation and broadening cross border cooperation between citizens. The umbrella project will be implemented during the period of April 2017 – June 2022 with a total budget of 5,499,139.31 €.

Short project summary in Hungarian

1708/2000

Kisprojekt Alap a határtérség keleti részére – Prioritási tengely 4 bemutatja az ernyő projekt végrehajtását a határon átnyúló konzorciumi partnerek által, melynek vezető partnere a Via Carpatia ETT és a projekt partnerek – Kassa kerületi önkormányzat és a Széchenyi Program Iroda.

Az ernyőprojekt az Interreg V-A Szlovákia-Magyarország Együttműködési Program által finanszírozott Kis Projekt Alapból megvalósuló kisléptékű projektek megvalósítási eszköze.

Ezeket az ernyőprojekteket ikerprojektek alkotják a határtérség keleti részén, egyidejűleg célozva az 4. prioritási tengelyeket.

A Kisprojekt Alap ernyő projektjének átfogó célja a társadalmi kohézió erősítése a határon átnyúlóan a helyi szintű együttműködések támogatásával valamint hosszú távú együttműködések létrehozásával és azok javításával a határ két oldalán lévő szereplők támogatásával a helyi / regionális projektek által.

Az ernyőprojekt fő outputja (kimenetele) a Kisprojekt Alap tevékenységei keretében, a határtérség keleti részében sikeresen megvalósított kisprojektek. Emellett, az ernyőprojektek végrehajtását más támogató projektek is segítik – projekt menedzsment, kommunikáció, a Kisprojekt Alap- és az Első Szintű Ellenőrzés végrehajtása.

Az ernyőprojekt elő fogja segíteni programszintű indikátorok teljesítését, valamint hozzájárul az 4. prioritás tengely – "Közüintézmények és a határtérségben élők határon átnyúló együttműködésének javítása – A határon átnyúló intézményközi együttműködés szintjének javítása és az állampolgárok közötti határon átnyúló együttműködés kiszélesítése" speciális céljainak teljesítéséhez.

Az ernyő project 2017 április és 2022 júniusa között valósul meg 5,499,139.31 € költségvetéssel.

„Fond malých projektov pre východnú časť programového územia – Prioritná os 4“ je strešným projektom realizovaným cezhraničným projektovým partnerstvom zloženým z hlavného partnera, EZUS Via Carpatia, a projektových partnerov – Košický samosprávny kraj a Széchenyi Programme Office Nonprofit LLC. Strešný projekt je nástroj pre implementáciu malých projektov pod Fondom malých projektov, ktorý je financovaný v rámci programu Interreg Slovensko – Maďarsko. Tento strešný projekt tvorí zrkadlový projekt strešnému projektu realizovanému v západnej časti programového územia, ktorý je rovnako implementovaný v rámci Prioritnej osi 4.

Hlavným cieľom Fondu malých projektov je posilnenie sociálnej cezhraničnej kohézie, a to prostredníctvom podpory spolupráce na lokálnej úrovni a vytvorením a zlepšením dlhodobej spolupráce medzi účastníkmi na oboch stranách hraníc cez podporu lokálnych a regionálnych projektov.

Hlavným výstupom strešného projektu budú úspešne zrealizované malé projekty vo východnej časti programového územia v rámci aktivity strešného projektu „Fond malých projektov“. Strešný projekt bude implementovaný prostredníctvom ďalších projektových aktivít – „Manažment projektu“, „Komunikácia“, „Implementácia Fondu malých projektov“ a „Prvostupňová kontrola“.

Strešný projekt pomôže k napĺňaniu indikátorov stanovených na programovej úrovni a prispeje k splneniu špecifického cieľa Prioritnej osi 4 – Podpora cezhraničnej spolupráce orgánov verejnej správy a osôb žijúcich v pohraničnej oblasti: Zvýšenie úrovne cezhraničnej medziinštitucionálnej spolupráce a rozšírenie cezhraničnej spolupráce medzi obyvateľmi.

Strešný projekt bude realizovaný v období apríl 2017 – jún 2022 s celkovým rozpočtom 5 499 139,31 €.

4.1 LEAD BENEFICIARY DATA

LB - EGTC VC

Official name of the organization in native language

72 /150

Európske zoskupenie územnej spolupráce Via Carpatia s ručením obmedzeným

Abbreviated name

7 /10

EGTC VC

WEB site

www.viacarpatia.eu

Official address of the organization

State

Slovakia

County

Košický kraj

Town/Municipality

Košice

Postal code

04266

Street and number

Námestie Maratónu mieru 1

PO Box

-

Mailing address

State

Slovakia

County

Košický kraj

Town/Municipality

Košice

Postal code

04266

Street and number

Námestie Maratónu mieru 1

PO Box

-

Registration number

45230030

Type of beneficiary

European groupings for territorial cooperation (EGTC)

Tax number

2023851126

Source of finance

Other than central budgetary organization

Statutory representative

Pre-NL

Given name

Ing.

Julianna

Family name

Orbán Máté

Post-NL

PhD.

Status in organization

Director

Telephone

+42155 726 83 91

Mobile

+421918804427

E-mail

julianna.orbanmate@gmail.com

Contact person			
Pre-NL	Given name	Family name	Post-NL
Ing.	Julianna	Orbán Máté	PhD.
Status in organization		Telephone	
Director		+42155 726 83 91	
Mobile		E-mail	
+421918804427		julianna.orbanmate@gmail.com	

Experience in cross-border cooperation	
Please describe the experience in the preparation of regional development programmes and experience in and knowledge of EU cross-border development policies.	1578 /2000
<p>EGTC, by definition and composition, is based on strong cross-border cooperation. Intensive cooperation between counties and self-governing regions is an objective similar to that of the Slovakia – Hungary programme. The representatives of EGTC were intensively involved in the preparatory phase of Programme development. As a strong regional leader, EGTC participated in the workshops and commented on the developed documentation within Programme development.</p> <p>EGTC has also rich knowledge of cross-border development policies. Its main aim is to facilitate and promote cross-border, transnational, and interregional cooperation. EGTC continually follows all initiatives,</p>	

Experience with EU funded project	
Programme title	Hollohaza - Skaros osszekoto ut epitese / Hollonhaza - Skáros výstavba spojnice
Project ID	HUSK/0801/2.3.1/0106
Total amount of the project budget (EUR)	1,740,387.29 EUR
Brief description of the project	443 /1000
<p>The project aim was to build the transport infrastructure between villades Holóháza and Skároš. Its construction provides the opportunities to intensify economic development, improve quality of services and security. And, especially, increase international and cross-border availability of both municipalities. The project was implemented in 2009-2011, the budget of the Košice Self-governing Region as a lead partner was 1,181,514.46 euros.</p>	

4.2 BENEFICIARY DATA**B2 - VUC KE****Official name of the organization in native language**

25 /150

Košický samosprávny kraj**Abbreviated name**

6 /10

VUC KE**WEB site**<https://web.vucke.sk/sk/>**Official address of the organization****State**

Slovakia

County

Košický kraj

Town/Municipality

Košice

Postal code

04266

Street and number

Námestie Maratónu mieru 1

PO Box

-

Mailing address**State**

Slovakia

County

Košický kraj

Town/Municipality

Košice

Postal code

04266

Street and number

Námestie Maratónu mieru 1

PO Box

-

Registration number

35541016

Type of beneficiary

County / regional municipalities;

Tax number

2021624924

Source of finance

Higher territorial units and their budgetary and contributory organizations

Statutory representative**Pre-NL****Given name**

Ing.

Rastislav

Family name

Trnka

Post-NL**Status in organization**

President of the Košice Self-governing region

Telephone

+421 55 7268 111

Mobile

-

E-mailvuc@vucke.sk

Contact person			
Pre-NL	Given name	Family name	Post-NL
Ing.	Tünde	Erényi	
Status in organization		Telephone	
Officer for regional cooperation		+421556196664	
Mobile		E-mail	
-		tunde.erenyi@vucke.sk	
Official name of the branch office (if relevant):			1 /150
-			
Official address of the branch office (if relevant):			
State		County	
Town/Municipality		Postal code	
Street and number		PO Box	

4.3 BENEFICIARY DATA**B3 - SzPI****Official name of the organization in native language**

38 /150

Széchenyi Programiroda Nonprofit Kft.

Abbreviated name

4 /10

SzPI

WEB site

www.szechenyiprogramiroda.hu

Official address of the organization**State**

Hungary

County

Budapest

Town/Municipality

Budapest

Postal code

1053

Street and number

Szép utca 2. IV. emelet

PO Box

-

Mailing address**State**

Hungary

County

Budapest

Town/Municipality

Budapest

Postal code

1053

Street and number

Szép utca 2. IV. emelet

PO Box

-

Registration number

18080313-7220-572-01

Type of beneficiary

State owned companies;

Tax number

18080313-2-41

Source of finance

Other than central budgetary organization

Statutory representative**Pre-NL****Given name**

-

Áron

Family name

Szakács

Post-NL

-

Status in organization

Managing Director

Telephone

(06 1) 327-0830

Mobile

-

E-mail

info@szpi.hu

Contact person			
Pre-NL	Given name	Family name	Post-NL
-	Adrienn	Futó	-
Status in organization		Telephone	
Director of International Directorate		-	
Mobile		E-mail	
+36 30 350 8942		futo.adrienn@szpi.hu	
Official name of the branch office (if relevant):			1 /150
-			
Official address of the branch office (if relevant):			
State		County	
Town/Municipality		Postal code	
Street and number		PO Box	

4.4 BENEFICIARY DATA

B4 - EGTC VC

Official name of the organization in native language

72 /150

Európske zoskupenie územnej spolupráce Via Carpatia s ručením obmedzeným

Abbreviated name

7 /10

EGTC VC

WEB site

www.viacarpatia.eu

Official address of the organization

State

Slovakia

County

Košícký kraj

Town/Municipality

Košice

Postal code

04266

Street and number

Námestie Maratónu mieru 1

PO Box

-

Mailing address

State

Slovakia

County

Košícký kraj

Town/Municipality

Košice

Postal code

04266

Street and number

Námestie Maratónu mieru 1

PO Box

-

Registration number

45230030

Type of beneficiary

European groupings for territorial cooperation (EGTC)

Tax number

2023851126

Legal criteria

EGTC

Source of finance

EGTC - Small projects

Statutory representative

Pre-NL

Given name

Ing.

Julianna

Family name

Orbán Máté

Post-NL

PhD.

Status in organization

Director

Telephone

+42155 726 83 91

Mobile

+421918804427

E-mail

julianna.orbanmate@gmail.com

Contact person			
Pre-NL	Given name	Family name	Post-NL
Ing.	Julianna	Orbán Máté	PhD.
Status in organization		Telephone	
Director		+42155 726 83 91	
Mobile		E-mail	
+421918804427		julianna.orbanmate@gmail.com	

Official name of the branch office (if relevant):	0 /150

Official address of the branch office (if relevant):	
State	County
Town/Municipality	Postal code
Street and number	PO Box

Thematic competences and experiences	
Please describe the organisation's thematic competences and experiences relevant for the project.	0 /1000

Experience with cross-border projects	
Programme title	
Project ID	
Total amount of the project budget (EUR)	
Brief description of the project	0 /1000

5. PROJECT DESCRIPTION

5.1 Project relevance

5.1.1 Project objectives *(What is the purpose of your project?)*

1463/2000

The overall objective of the project entitled "The Small Project Fund for the Eastern Programming Area – Priority Axis 4" is to manage the implementation of the Small Project Fund implemented under Priority Axis 4 in the Eastern Programming Area.

The overall objective of the Small Project Fund is to strengthen social cohesion across borders by supporting local level cooperation and to establish and improve long-term collaboration between participants on both sides of the border through the support of local/regional projects.

The project will definitely help to reach the targets set at the Programme level for Priority Axis 4. All small projects implemented under the Small Project Fund will have to contribute to the performance indicators and targets of Priority Axis 4.

Naturally, the umbrella project including the smaller projects will be targeted at reaching the specific objective of Priority Axis 4. Its specific objective is composed of better utilization of the regions endogenous, natural, and cultural potential in supporting the sustainable development of local economies; an increase in social, economic and territorial cohesion by supporting joint cultural activities and activities concerned with the protection and preservation of the natural environment; improving social, economic and territorial cohesion by supporting joint cultural and nature conservation activities; and any increase in the number of visitors in the programme area.

5.1.2 Description of the initial situation *(What is the current situation?)*

1470/2000

The Small Project Fund offers suitable conditions for the implementation of valuable projects with lower budgets and a more practical project setting. The system of the Small Project Fund was defined for Priority Axis 1 and Priority Axis 4. These priority axes with their focus including suitable topics for small projects implementation. This programming period offers an opportunity to manage the Small Project Fund by a strong regional partnership composing of the EGTC, self-governing region and Széchenyi Programme Office Nonprofit. This partnership composition will ensure an effective and targeted implementation of the Fund. All partners represent institutions with a solid base and contacts in the Eastern Programming Area. Their status, experience and knowledge guarantee the successful umbrella project implementation.

Expert interviews and focus group workshops during the first phase of the programme brought to light a great interest among small civil society organizations to take part in cross-border development activities but which – due to their limited organizational capacity and experience or the small budget of their projects – are not eligible for support through other priorities of the programme. This interest was also supported by regional authorities and the results of the cohesion analysis of the border regions. A possible way to enable small NGOs to participate in the programme is the introduction of a Small Project Fund.

Identification of the target groups *(For who are you doing your project?)*

900/1000

Since the main activity of the umbrella project is the implementation of the Small Project Fund, the main beneficiaries are the beneficiaries of the small projects, namely:

Types of beneficiaries: Public institutions; Private institutions serving public interests; State owned companies; Churches; EGTC; NGOs; Development agencies; Municipalities, county municipalities; Universities and research institutes; Chambers; Organizations set up by special law, providing public services (e.g. foundations, associations).

The list of the small projects beneficiaries will be adjusted according to the relevant Call for small project proposals.

In addition, the other umbrella project activities, such as project management, communication, implementation of the Small Project Fund are also targeted at a broader audience including: general public, public sector, international organizations, other.

5.2 Expected results and added value

5.2.1 Expected outputs, results *(What do you expect from your project?)*

1111/2000

Proceeding from the specific structure of the umbrella project, the project's main results and outputs represent the implemented small projects. Each umbrella project and the small projects implemented within the SPF must contribute to the Specific objective of Priority Axis 4. The achieved results must contribute to the programme's specific result indicators of this priority axis and must fulfil the relevant Common and Programme specific output indicators:

- Number of cross-border products and services developed
- Number of cross-border events
- Number of documents published or elaborated in the framework of SPF
- Number of people participated in cooperation
- Number of women participated in cooperation
- Number of participants from socially marginalized groups, including Roma

Moreover, the other project activities will produce several other results and outputs. The preparatory phase will include the development of Managing Documentation. The list of publicity outputs is elaborated in Sheet 11 – Communication. The umbrella project management will produce a set of project documentation.

5.2.2 Benefits of the project *(How will you change the situation of your target groups?)*

714/1000

The structure of the umbrella project allows very practical implementation of the SPF and brings benefits to all parties involved. Primarily, the target group – beneficiaries of the small projects – will have direct contact with the EGCT. The project is also beneficial to the project consortium. Thanks to the implementation, all project partners will gain a unique experience from the implementation of the comprehensive cross-border project. Based on the system of the twin umbrella projects, the project consortium will discuss and share the best practices within the umbrella project implementation. Moreover, the umbrella project is of benefit also for the Managing Authority of Interreg Slovakia – Hungary.

5.3 Project implementation

5.3.1 Methodology *(How are you planning to achieve your results?)*

640/2000

The umbrella project will be implemented according to relevant and internationally recognized project management approaches.

The methodology for the umbrella project implementation will consist of the following phases:

- preparatory phases,
- project launch,
- project planning,
- implementation and monitoring of the project,
- project finalization,
- activities after the completion of the project.

A selected methodology which is applied in all project phases enables the smooth umbrella project implementation. The umbrella project setting proceeds from the Small Project Fund structure set in the Programme and relevant Call.

5.3.2 Innovative character of the project *(Is there anything new in this approach?)*

712/2000

Project innovation lies in the following aspects:

- THE UMBRELLA PROJECT CONSORTIUM – the umbrella project will be managed and implemented by the consortium composed of the EGCT Via Carpatia, Košice Self-governing Region and Széchenyi Programme Office Nonprofit LLC. All partners are equipped with the necessary relevant expertise and experience.
- THE SMALL PROJECT PARTNERSHIP
- THE TWIN STRUCTURE OF THE UMBRELLA PROJECTS – the Small Project Fund will be implemented via two "Twin umbrella projects" for each priority axis and in the Western and Eastern Programming Area. The "Twin umbrella projects" approach enables a more direct, flexible and effective Small Project Fund implementation and management.

5.3.3 Sustainability of the project results *(How long, and how your project will work after the realization?)*

1120/2000

The sustainability of the umbrella projects will be primarily embedded in the small projects. All small projects will need to define the measures for its sustainability. All project proposals will contain a section which focuses on the sustainability description. The sustainability of the small projects will contribute to the outputs sustainability at the umbrella project level.

Certainly, sustainability will be ensured at the level of the umbrella project. The project partnership is obliged to maintain the project website for 5 years after the project ends. Also other publicity activities will require maintenance after the project ends according to the Visibility Guide.

Moreover, sustainability will lie mainly in the experience and expertise gained during the umbrella project implementation. The umbrella project partners as well as its staff will acquire new competences, processes and practices which will be useful for the implementation of future projects.

The composition of the EGTC as the lead beneficiary is a guarantee of continuous cooperation among its members – mainly self-governing regions.

5.3.4 Risk management *(Can you identify some risks that may occur during the implementation or the sustainability period?)*

1544/2000

A number of risk factors may arise during the implementation process, if they occur the realization of the project could be problematic. Several meetings will be held, which will include the involvement of external experts (e.g. on public procurement, bankers, regionalists, managers), to discuss and settle the options of technical details, project financing, scheduling, budgeting, partner's tasks and responsibilities, with their assistance.

Legal risks: We will prevent legislative contradictions and any prolongation of the public procurement process by preparing suitable competition records and signing contracts with the suppliers.

Technical risks: The selection of suppliers via public procurement (a cautious competition abstract, inserting guarantee elements into the realization contracts).

Economic risk: unforeseeable costs, maintaining a skilled and motivated workforce, costs of problems encountered during the project implementation, exceeded wage limits during the completion of the contract with the required labour force, avoiding problems through continuous market monitoring, substantial prior surveys, economic calculations, system adjustments and an incorporation of additional areas within the region.

Partnership risks: At the beginning a detailed Gantt chart will be prepared and we will proceed in accordance to it, contingent delays will be taken into account. The HU leading partner team includes 1 main project manager.

Detailed risk management is the subject of Chapter 15 in the Strategy for Implementation.

5.4 Cross border impact approach and impact

5.4.1 Cross border impact approach and impact *(What are the partners' benefits from the cross-border cooperation in order to reach the project aims?)*

1405/2000

The cross-border aspect within the Umbrella Project and the small projects will be ensured by the following tools:

- CROSS-BORDER PARTNERSHIP

All projects - either Umbrella Projects or small projects - have to be implemented by a cross-border project consortium.

The Umbrella Project will be managed by the EGTC (which is itself a cross-border organization), the Slovak Košice Self-governing Region and the Hungarian Széchenyi Programme Office Nonprofit LLC.

A criterion for a small project selection will be a cross-border partnership.

- APPLICATION OF SET PRIORITIES AT THE PROGRAMME LEVEL IN UMBRELLA PROJECT/SMALL PROJECTS

The Small Project Fund, as a part of the Interreg Slovakia-Hungary Programme, has to contribute to its goals and indicators. As all Programme priorities were selected on the cross-border approach, so all the small projects have to be implemented in compliance with the priorities set at the Programme level. The call for proposal, project application and evaluation criteria will strongly emphasise- the cross-border priorities set at the Programme level.

- APPLICATION OF ACTIVITIES SUITABLE FOR CROSS-BORDER COOPERATION

The call for proposals will contain a list of expected activities to be carried-out within the projects. The type of activities will be selected upon their suitability for the small projects and in order to ensure the biggest cross-border impact.

5.5 Synergy

5.5.1 Synergies with macro-regional strategies, other policies, programmes and projects *(Are you in line with other development objectives?)*

796/2000

As the umbrella project will be implemented under Interreg Slovakia-Hungary, its main synergy will be directed to the cross-border programme. Based on the thematic objectives of European territorial cooperation, the umbrella project is in compliance with other cross-border programmes, e.g. Slovakia – Poland, Slovakia – Czech Republic and Slovakia – Hungary. The umbrella project is also in accord with other European transnational and interregional programmes. In particular, the targets of the Danube Strategy for the Danube Region overlap with the umbrella project goals in the area of nature/cross-border people-to-people projects. Moreover, the umbrella project goals are in synergy with strategic documents on the regional level – mainly the Programme of economic and social development.

6. ACTIVITIES

Act1 Project management			Share: 1,65%	
Project management	982 /1000	Involved Beneficiaries		
The activity includes activities related to the implementation of the umbrella project. It will be coordinated by the project manager who will instruct the project staff. Project management ensures coordination and guidance to all project activities so that collaboration is efficient and effective. Successful project management involves setting in place appropriate tools and platforms for effective monitoring and communication, which will provide strategic guidance to the project through the close coordination of key partners and their interaction with the Joint Secretariat; monitoring and coordination of all the activities, ensuring timely delivery of planned results and accurate reporting both internally and to the donor. The management continuously takes into account risk management. The management activity will be carried-out during the whole period of the umbrella project implementation. EGTC is responsible for the activity, with other partners also participating.		LB - EGTC VC	B2 - VUC KE	
		B3 - SzPO		
		Costs:	90 911,83 EUR	
Act2 Communication			Share: 0,44%	
Communication	807 /1000	Involved Beneficiaries		
The activity "Communication" comprises all the publication activities aimed at the Small Project Fund promotion. The project activities will be targeted at the general public and potential and eventual beneficiaries. All communication activities are envisaged to inform target groups in an effective and efficient manner. The comprehensive list of the publicity activities is subject to chapter 11 – Information and publicity. The detailed Communication Strategy will be developed in the first week after the project launch. Communication will be dependent upon the project manager who will be responsible for all communication activities. The activity "Communication" will be carried-out during the whole period of the umbrella project implementation. EGTC is responsible for the activity "Communication".		LB - EGTC VC		
		Costs:	24 388,25 EUR	

Act3 Small Project Fund			Share: 85,00%
Small Project Fund		0 /1000	Involved Beneficiaries
The activity "Small Project Fund" deals with the implementation of small projects. The budget for the activity is solely assigned for the financing of small projects. The activity "Small Project Fund" will be carried-out in the period 05-14. EGTC is responsible for the activity.			LB - EGTC VC

Costs:	4 674 269,41 EUR
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Act4 Implementation of the SPF			Share: 11,09%
Implementation of the SPF	Description: 436/500	137 /300	Involved Beneficiaries
The activity "Implementation of SPF" includes all activities related to the selection, implementation and monitoring of the small projects. The SPF requires a set of activities for its successful and smooth implementation. The activity is comprised of preparation of call, admission procedures, assessment procedures, selection processes, contracting, monitoring and the submission of final reports. EGTC is responsible for the activity.			LB - EGTC VC
Tangible outcomes			
<ul style="list-style-type: none"> - the call for small project, - declaration of registration, - list of selected proposals, - the partnership agreement, - payment. 			

Activity location(s):	Banskobystrický kraj, Košický kraj, Borsod-Abaúj-Zemplén megye, Heves megye, Nógrád megye, Szabolcs-Szatmár-Bereg megye.	Costs:	610 055,59 EUR
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Act5 First Level Control			Share: 1,81%	
First Level Control	Description: 457/500	Tangible outcomes	125 /300	Involved Beneficiaries
The activity "First Level Control" focuses on the phase after the small projects end. The responsible partners will be authorised to carry-out First Level Control. Self-governing region will check the eligibility of the expenditures incurred in Slovakia, Széchenyi Programme Office Nonprofit LLC will check the eligibility of the expenditures incurred in Hungary. Both institutions will be authorised to issue the Declaration on Validation of Expenditures.		Declaration on validation of expenditures - a document required for the Final report submission and request for reimbursement		B2 - VUC KE
				B3 - SzPO
Activity location(s):	Banskobystrický kraj, Košický kraj, Borsod-Abaúj-Zemplén megye, Heves megye, Nógrád megye, Szabolcs-Szatmár-Bereg megye.		Costs:	99 514,23 EUR
Act6			Share: 0,00%	
Enter the title of the core activity	Description: 0/500	Tangible outcomes	0 /300	Involved Beneficiaries
Activity location(s):			Costs:	0,00 EUR

7. REALIZATION PLAN

[illegible]

8.1 LEAD BENEFICIARY BUDGET

LB - EGTC VC

VAT status	Total budget
Regarding the project expenditures the Beneficiary can not reclaim the VAT, therefore all expenditures are indicated in gross amount.	705 769,90 EUR

1. Preparation costs	Share: 0,00%	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

2. Staff costs	Share: 73,4%	518 007,07 EUR
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2.1 Internal project management	Basis:	Real cost	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Rate of calc.	Total:
Project management	Act1 Project management			20%	0,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

2.2 Internal experts	518 007,07 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Employee 1	Act4 Implementation of the SPF	month	62	1 622,40 EUR	100 588,80 EUR
Employee 2	Act4 Implementation of the SPF	month	62	1 318,20 EUR	81 728,40 EUR
Employee 3	Act4 Implementation of the SPF	month	62	1 318,20 EUR	81 728,40 EUR
Employee 4	Act4 Implementation of the SPF	month	62	1 318,20 EUR	81 728,40 EUR
Employee 5	Act4 Implementation of the SPF	month	58	1 318,20 EUR	76 455,60 EUR
Employee 6	Act4 Implementation of the SPF	month	58	1 318,20 EUR	76 455,60 EUR
Meal vouchers	Act4 Implementation of the SPF	package	1	19 321,87 EUR	19 321,87 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	494 /500
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Staff costs for EGTC - SMF implementation: 6 employees in total.

Employment details:

Employee 1: from 05/2017 - 06/2022; 75 % of the full-time work; total labor cost: 2 163,20 EUR

Employee 2-4: from 05/2017 - 06/2022; 75 % of the full-time work; total labor cost: 1 757,60 EUR

Employee 5-6: from 09/2017 - 06/2022; 75 % of the full-time work; total labor cost: 1 757,60 EUR. In accordance with slovak legislation Employer is responsible to ensure the meal vouchers during the working time.

3. Office and administration Share: 11,0% 77 701,06 EUR

Expenditure	Related activity	Unit	Number of units	Flat rate	Total:
Office and administration	Act1 Project management			15%	77 701,06 EUR

4. Travel and accomodation Share: 1,9% 13 500,00 EUR

4.1 Travel and visa costs 6 000,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Travel costs for SPF staff	Act4 Implementation of the SPF	package	1	6 000,00 EUR	6 000,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

4.2 Accomodation costs 4 500,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Accommodation costs for SPF staff	Act4 Implementation of the SPF	package	1	4 500,00 EUR	4 500,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

4.3 Per diem and costs of meal 3 000,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Substance costs for SPF staff	Act4 Implementation of the SPF	package	1	3 000,00 EUR	3 000,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification 402 /500

Package transport, accomodation and per diem costs. These costs will relate mainly with SPF implementation, staff will travel in line with the project aim. Travel cost package in total is 13 500 EUR for 6 internal employees implementing SPF (calculation 300 EUR per months for 2 employees - 100 % amount PA1 and PA4) . Destination of travel: territorial coverage of the umbrella project, trips to JS.

5. External expertise and services Share: 9,6% 68 024,58 EUR

5.1 Studies, surveys and plans 20 209,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Studies	Act4 Implementation of the SPF	package	1	20 209,00 EUR	20 209,00 EUR
					0,00 EUR
					0,00 EUR

					0,00 EUR
					0,00 EUR

Description and justification	498 /500
Subcategory Studies include costs for analytical studies such as: 1. Evaluation of applicant's satisfaction with SPF implementation 2. Analysis of the impact of successful projects on the regions 3 Evaluation of the effectiveness of the SPF management system 4.Assessment of the impact of outputs on target groups 5.Analysis of realized projects within the SPF as a project platform for the next programming period The costs are 3/4 of the total amount, the 1/4 are included in the PA1 project.	

5.2 Events, conferences, seminars and project meetings	5 725,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Press conference	Act2 Communication	piece	1	225,00 EUR	225,00 EUR
Public project event	Act2 Communication	piece	1	3 000,00 EUR	3 000,00 EUR
Committee meetings	Act4 Implementation of the SPF	piece	10	250,00 EUR	2 500,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	300 /500
Opening press conference 1x 300 EUR; Closing ceremony and press conference 1x 4000 EUR. The costs are 3/4 of the total amount, the 1/4 are included in the PA1 project. PA1+PA4 together are total costs. Costs for organization of committee meetings relate to the organization, refreshment, room rental.	

5.3 IT system development	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	12 /500
not relevant	

5.4 Publicity, promotion and communication costs	21 163,25 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Project website	Act2 Communication	piece	1	1 500,00 EUR	1 500,00 EUR
Poster	Act2 Communication	piece	1	37,50 EUR	37,50 EUR
Billboard	Act2 Communication	piece	1	300,00 EUR	300,00 EUR
Permanent plaque	Act2 Communication	piece	1	75,00 EUR	75,00 EUR
Promotion materials	Act2 Communication	package	1	1 500,00 EUR	1 500,00 EUR
Publication	Act2 Communication	package	1	4 500,00 EUR	4 500,00 EUR
Web appearance	Act2 Communication	package	1	2 000,76 EUR	2 000,75 EUR
Media coverage	Act2 Communication	package			0,00 EUR
Promotion materials	Act2 Communication	package	1	11 250,00 EUR	11 250,00 EUR
Visibility elements	Act2 Communication	package			0,00 EUR

Description and justification	142 /500
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The expenditures for publicity are 3/4 of the total amount, the 1/4 are included in the PA1 project. PA1+PA4 together are total expenditures.

5.5 Financial management, procurement procedures and other consultancy services

20 927,33 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
External management	Act1 Project management	month	0		0,00 EUR
Public procurement procedures	Act4 Implementation of the SPF	package	1	3 895,46 EUR	3 895,46 EUR
Translation and proofreading	Act4 Implementation of the SPF	package	1	17 031,87 EUR	17 031,87 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification

435 /500

Public procurement procedure up does not exceed the maximum limit for this type of activity. External services and equipment are subject of the public procurement.
Translation and proofreading - the amount of translation and interpreting will be spend during the whole SPF implementation and it was subject of public procurement. The package calculation was based on estimated hours of proofreading and estimated pages of translation.

5.6 Other services

0,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification

0 /500

6. Equipment expenditure

Share: 4,0%

28 537,19 EUR

6.1 Equipments related project management

0,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	12 /500
not relevant	

6.2 Equipments related to core activities	28 537,19 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
IT (office equipment)	Act4 Implementation of the SPF	package	1	16 738,19 EUR	16 738,19 EUR
Office furniture	Act4 Implementation of the SPF	package	1	11 799,00 EUR	11 799,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	499 /500
IT office equipment: PC 6pc; tablets 6x; notebook 6x; smartphone 3x; dataprojector 2x; board; prezenter; photocamera; printer; copy machine; antivirus programme; MS office; scart machine; phone 3x; fridge; microwave; coffeemachine; kettle. Office furniture: lockable storage cabinets; office desk; drawer; commode; hanger with bench; loackable archive; extention of the archive; archive ladder; cabinet ladder; transportation and instalation. The expenditures are 3/4, 1/4 are within PA1 project.	

8. Small Projects	Share: 0,0%	0,00 EUR
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8.1 Small Projects	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

8.2 BENEFICIARY BUDGET

B2 - VUC KE

VAT status	Total budget
Regarding the project expenditures the Beneficiary can not reclaim the VAT, therefore all expenditures are indicated in gross amount.	45 000,00 EUR

1. Preparation costs	Share: 0,00%	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

2. Staff costs	Share: 75,7%	34 071,84 EUR
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2.1 Internal project management	Basis:	Real cost	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Rate of calc.	Total:
Project management	Act1 Project management			20%	0,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

2.2 Internal experts	34 071,84 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Employee 1	Act5 First Level Control	month	36	946,44 EUR	34 071,84 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	42 /500
Employee 1 on 25 % of the full-time work.	

3. Office and administration	Share: 11,4%	5 110,77 EUR
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Expenditure	Related activity	Unit	Number of units	Flat rate	Total:
Office and administration	Act1 Project management			15%	5 110,77 EUR

4. Travel and accomodation	Share: 12,9%	5 817,39 EUR
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4.1 Travel and visa costs	3 000,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Travel package	Act5 First Level Control	package	1	3 000,00 EUR	3 000,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

4.2 Accomodation costs	1 500,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Travel package	Act5 First Level Control	package	1	1 500,00 EUR	1 500,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

4.3 Per diem and costs of meal	1 317,39 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Travel package	Act5 First Level Control	package	1	1 317,39 EUR	1 317,39 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	198 /500
Package transport, accomodation and per diem costs. These costs will relate mainly with 1st level control. Staff will travel in line with the project aim during 36 months of project implementation.	

5. External expertise and services	Share: 0,0%	0,00 EUR
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5.1 Studies, surveys and plans	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

5.2 Events, conferences, seminars and project meetings	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
<i>Press conference</i>	Act2 Communication	piece			0,00 EUR
<i>Public project event</i>	Act2 Communication	piece			0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

5.3 IT system development 0,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

5.4 Publicity, promotion and communication costs 0,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
<i>Project website</i>	Act2 Communication	piece			0,00 EUR
<i>Poster</i>	Act2 Communication	piece			0,00 EUR
<i>Billboard</i>	Act2 Communication	piece			0,00 EUR
<i>Permanent plaque</i>	Act2 Communication	piece			0,00 EUR
<i>Promotion materials</i>	Act2 Communication	package			0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

5.5 Financial management, procurement procedures and other consultancy services 0,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
<i>External management</i>	Act1 Project management	month			0,00 EUR

					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

5.6 Other services	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Small projects	Act3 Small Project Fund				0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

6. Equipment expenditure	Share: 0,0%	0,00 EUR
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6.1 Equipments related project management	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500
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6.2 Equipments related to core activities	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

7.1 Construction, reconstruction and renovation of buildings, works, infrastructure	0,00 EUR
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Description and justification	0 /500
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

8.3 BENEFICIARY BUDGET

B3 - SzPI

VAT status	Total budget
Regarding the project expenditures the Beneficiary can not reclaim the VAT, therefore all expenditures are indicated in gross amount.	74 100,00 EUR

1. Preparation costs	Share: 0,00%	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

2. Staff costs	Share: 72,9%	54 000,00 EUR
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2.1 Internal project management	Basis:	Real cost	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Rate of calc.	Total:
Project management	Act1 Project management			20%	0,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

2.2 Internal experts	54 000,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Employee 1	Act5 First Level Control	month	36	750,00 EUR	27 000,00 EUR
Employee 2	Act5 First Level Control	month	36	750,00 EUR	27 000,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	52 /500
Staff costs for the 1st level control: 2 employees.	

3. Office and administration	Share: 10,9%	8 100,00 EUR
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Expenditure	Related activity	Unit	Number of units	Flat rate	Total:
Office and administration	Act1 Project management			15%	8 100,00 EUR

4. Travel and accomodation	Share: 7,6%	5 625,00 EUR
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4.1 Travel and visa costs	3 325,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Travel package	Act5 First Level Control	package	1	3 325,00 EUR	3 325,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

4.2 Accomodation costs	1 300,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Travel package	Act5 First Level Control	package	1	1 300,00 EUR	1 300,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

4.3 Per diem and costs of meal	1 000,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Travel package	Act5 First Level Control	package	1	1 000,00 EUR	1 000,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	205 /500
Package transport, accomodation and per diem costs. These costs will relate mainly with the first level control, staff will travel in line with the project aim. Travel cost package in total is 5 625 EUR.	

5. External expertise and services	Share: 2,0%	1 500,00 EUR
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5.1 Studies, surveys and plans	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

5.2 Events, conferences, seminars and project meetings	1 500,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
<i>Press conference</i>	Act2 Communication	piece			0,00 EUR
<i>Public project event</i>	Act2 Communication	piece			0,00 EUR
Beneficiary seminars	Act4 Implementation of the SPF	piece	2	750,00 EUR	1 500,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	183 /500
A maximum number of 2 beneficiary seminars will be organised for beneficiaries of the SPF about reporting and eligibility rules (costs will cover room rental and catering services).	

5.3 IT system development	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

5.4 Publicity, promotion and communication costs	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
<i>Project website</i>	Act2 Communication	piece			0,00 EUR
<i>Poster</i>	Act2 Communication	piece			0,00 EUR
<i>Billboard</i>	Act2 Communication	piece			0,00 EUR
<i>Permanent plaque</i>	Act2 Communication	piece			0,00 EUR
<i>Promotion materials</i>	Act2 Communication	package			0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

5.5 Financial management, procurement procedures and other consultancy services	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
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External management	Act1 Project management	month			0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

5.6 Other services	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Small projects	Act3 Small Project Fund				0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

6. Equipment expenditure	Share: 6,6%	4 875,00 EUR
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6.1 Equipments related project management	4 875,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
Equipment	Act4 Implementation of the SPF	package	1	1 875,00 EUR	1 875,00 EUR
Car rental cost	Act4 Implementation of the SPF	package	1	3 000,00 EUR	3 000,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	336 /500
<p>The category of costs include equipment and car rental expenditures connected with the activities fulfilling the project aim. The expenditures for equipment are 3/4 of the total amount, the 1/4 are included in the PA1 project. PA1+PA4 together are total expenditures: 2 PC Eur 2.100 ; 2 cellphone Eur 400; costf of car rental Eur 4000;</p>	

6.2 Equipments related to core activities	0,00 EUR
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[illegible]

Description and justification	0 /500
<p> The following table lists the results of the analysis of the data collected during the fieldwork. The table is organized into four columns: the first column contains the name of the site, the second column contains the date of the visit, the third column contains the name of the researcher, and the fourth column contains the results of the analysis. </p> <p> The results of the analysis show that the data collected during the fieldwork is consistent with the hypothesis that the study was designed to test. The data also shows that there are significant differences between the different sites, which may be due to a variety of factors, including the location of the site, the time of day, and the weather. </p> <p> The following table lists the results of the analysis of the data collected during the fieldwork. The table is organized into four columns: the first column contains the name of the site, the second column contains the date of the visit, the third column contains the name of the researcher, and the fourth column contains the results of the analysis. </p> <p> The results of the analysis show that the data collected during the fieldwork is consistent with the hypothesis that the study was designed to test. The data also shows that there are significant differences between the different sites, which may be due to a variety of factors, including the location of the site, the time of day, and the weather. </p>	

7. Infrastructure and works	Share: 0,0%	0,00 EUR
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7.1 Construction, reconstruction and renovation of buildings, works, infrastructure	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification		0 /500
<p> The following table lists the results of the analysis of the data collected during the fieldwork. The table is organized into four columns: the first column contains the name of the site, the second column contains the date of the visit, the third column contains the name of the researcher, and the fourth column contains the results of the analysis. </p>		

7.2 Purchase of land	Share: 0,00%	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

8.4 BENEFICIARY BUDGET

B4 - EGTC VC

VAT status	Total budget
Regarding the project expenditures the Beneficiary can not reclaim the VAT, therefore all expenditures are indicated in gross amount.	4 674 269,41 EUR

1. Preparation costs	Share:	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500
<div style="border: 1px solid black; height: 150px; width: 100%;"></div>	

2. Staff costs	Share: 0,0%	0,00 EUR
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2.1 Internal project management	Basis:	Real cost	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Rate of calc.	Total:
Project management	Act1 Project management			20%	0,00 EUR

Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

2.2 Internal experts	0,00 EUR
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[illegible]

Description and justification	0 /500

3. Office and administration	Share: 0,0%	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Flat rate	Total:
Office and administration	Act1 Project management			15%	0,00 EUR

4. Travel and accomodation	Share: 0,0%	0,00 EUR
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4.1 Travel and visa costs	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

4.2 Accomodation costs	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

4.3 Per diem and costs of meal	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

5. External expertise and services	Share: 0,0%	0,00 EUR
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5.1 Studies, surveys and plans	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

5.2 Events, conferences, seminars and project meetings	0,00 EUR
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Expenditure	Related activity		Unit	Number of units	Price per unit	Total:
<i>Press conference</i>	Act2	Communication	piece			0,00 EUR
<i>Public project event</i>	Act2	Communication	piece			0,00 EUR
						0,00 EUR
						0,00 EUR
						0,00 EUR
						0,00 EUR
						0,00 EUR
						0,00 EUR
						0,00 EUR
						0,00 EUR

Description and justification	0 /500

5.3 IT system development	0,00 EUR
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Expenditure	Related activity		Unit	Number of units	Price per unit	Total:
						0,00 EUR
						0,00 EUR
						0,00 EUR
						0,00 EUR
						0,00 EUR

Description and justification	0 /500

5.4 Publicity, promotion and communication costs	0,00 EUR
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Expenditure	Related activity		Unit	Number of units	Price per unit	Total:
<i>Project website</i>	Act2	Communication	piece			0,00 EUR
<i>Poster</i>	Act2	Communication	piece			0,00 EUR
<i>Billboard</i>	Act2	Communication	piece			0,00 EUR
<i>Permanent plaque</i>	Act2	Communication	piece			0,00 EUR
<i>Promotion materials</i>	Act2	Communication	package			0,00 EUR
						0,00 EUR
						0,00 EUR
						0,00 EUR
						0,00 EUR
						0,00 EUR

Description and justification	0 /500

5.5 Financial management, procurement procedures and other consultancy services	0,00 EUR
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Expenditure	Related activity		Unit	Number of units	Price per unit	Total:
<i>External management</i>	Act1	Project management	month			0,00 EUR

					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

5.6 Other services	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

6. Equipment expenditure	Share: 0,0%	0,00 EUR
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6.1 Equipments related project management	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

6.2 Equipments related to core activities	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR

					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

7. Infrastructure and works	Share: 0,0%	0,00 EUR
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7.1 Construction, reconstruction and renovation of buildings, works, infrastructure	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

7.2 Purchase of land	Share: 0,00%	0,00 EUR
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Expenditure	Related activity	Unit	Number of units	Price per unit	Total:
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR
					0,00 EUR

Description and justification	0 /500

9. FINANCIAL OVERVIEW

Beneficiary	Gross/Net budget	ERDF contribution (EUR)	%	State co-finance (EUR)		%	Own contribution	%	Total budget (EUR)	Planned net revenue (EUR)	Total eligible budget (EUR)
				Hungary	Slovakia						
LB - EGTC VC	Gross	599 904,41	85	-	70 576,99	10	35 288,50	5	705 769,90	-	705 769,90
B2 - VUC KE	Gross	38 250,00	85	-	4 500,00	10	2 250,00	5	45 000,00	-	45 000,00
B3 - SzPI	Gross	62 985,00	85	11 115,00	-	15	-	0	74 100,00	-	74 100,00
B4 - EGTC VC	Gross	3 973 128,99	85	-	-	0	701 140,42	15	4 674 269,41	-	4 674 269,41
B5 -		-	85	-	-	10	-	5	-	-	-
B6 -		-	85	-	-	10	-	5	-	-	-
B7 -		-	85	-	-	10	-	5	-	-	-
B8 -		-	85	-	-	10	-	5	-	-	-
B9 -		-	85	-	-	10	-	5	-	-	-
B10 -		-	85	-	-	10	-	5	-	-	-
B11 -		-	85	-	-	10	-	5	-	-	-
B12 -		-	85	-	-	10	-	5	-	-	-
Total		4 674 268,40			86 191,99		738 678,92		5 499 139,31	-	5 499 139,31

10. SPENDING FORECAST

Beneficiary	12 months			24 months			36 months			48 months			60 months			72 months			Difference from Total eligible
	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8	Period 9	Period 10	Period 11	Period 12	Period 13	Period 14	Period 15	Period 16	Period 17	Period 18	
LB	43 000,00	43 000,00	43 000,00	43 000,00	43 000,00	43 000,00	43 000,00	43 000,00	43 000,00	43 000,00	43 000,00	43 000,00	43 000,00	43 000,00	43 000,00	60 769,90			0,00
B2				1 000,00	4 888,89	4 888,89	4 888,89	4 888,89	4 888,89	4 888,89	4 888,89	4 888,89	4 888,89						0,00
B3				1 500,00	9 566,67	9 191,67	7 691,67	7 691,67	7 691,67	7 691,67	7 691,67	7 691,67	7 691,67						0,00
B4 - EGTC VC				467 426,94	467 426,94	467 426,94	467 426,94	467 426,94	467 426,94	467 426,94	467 426,94	467 426,94	467 426,94						0,00
B5 -																			0,00
B6 -																			0,00
B7 -																			0,00
B8 -																			0,00
B9 -																			0,00
B10 -																			0,00
B11 -																			0,00
B12 -																			0,00
Total	43 000,00	43 000,00	43 000,00	512 926,94	524 882,50	524 507,50	523 007,50	523 007,50	523 007,50	523 007,50	523 007,50	523 007,50	523 007,50	43 000,00	43 000,00	60 769,90	0,00	0,00	0,00

11. INFORMATION AND PUBLICITY

1. Publications

Item	Quant.	Resp. Ben.	Description	Lang.	Rel. period	No. of people to reach
Brochure	1	LB	A brochure will provide basic information on the Small Project Fund - conditions of participation, eligible grants for small projects, priorities, goals and contacts.	HU-SK	4	200

2. Web appearance

Item	Quant.	Resp. Ben.	Description	Lang.	Rel. period	No. of people to reach
Banner	1	LB	Banners will be produced for information activities on the internet. The banners will be published on the most visited search engines, specified portals and partners' websites. Banner (template is given) with a direct link to the programme's webpage (www.skhu.eu) will be placed in a visible place on the front page of the umbrella project website, as well on project partner's websites.	ALL	1	2 000
Article/News						

Subpage	1	LB	Currently, the internet, as the most widely used interactive communication medium, represents an ideal tool for publishing information of a different nature. For more effective communication activities, the existing webpages of EGTC will host visible links to the Small Project Fund.	ALL	1	2 000

3. Communication events

Item	Quant.	Resp. Ben.	Description	Lang.	Rel. period	No. of people to reach
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<i>Public project event</i>	1	LB	The closing ceremony and a press conference/public project event: a significant event of the project with the representatives and invited guests of participating partners, representatives of print and the broadcasting media, representatives of the relevant specific area, citizens, etc. Costs may include the rental fee of a conference room (with all necessary equipment), performer's fees, translation and catering for approximately 100 people.	HU-SK	15	50
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3. Media coverage

Item	Quant.	Resp. Ben.	Description	Lang.	Relevant period	No. of people to reach
<i>Press conference</i>	1	LB	The press conference will be organized during the initial few weeks after the umbrella project launch. It will inform the relevant media about the goals and structure of the Small Project Fund. Opening press conference: a meeting of the representatives of the beneficiaries of the project to be implemented with the representatives of print or the broadcasting media with the aim of presenting the project activities and its purpose at the beginning of its implementation.	HU-SK	2	10
<i>Press release</i>	2	LB	2 press releases will be published in the regional and national media during the course of the project's implementation: (1) Press release 1 informing of the project start; (2) Press release 2 informing of the midterm status of the umbrella project; and (3) Press release 3 at the conclusion of the Small Project Fund. The press releases will be published in Slovak, Hungarian and the English language	ALL	2,15	500

<i>Advertisement</i>	1	LB	The print media, giving an impression of credibility, are suitable for the presentation of the comprehensive information. Newspaper advertisements and PR articles will be published in the most widely read dailies, weeklies and monthlies with national and regional coverage.	HU-SK	3	1 000

4. Promotion materials						
Item	Quant.	Resp. Ben.	Description	Lang.	Relevant period	No. of people to reach
Accessories	1	LB	The promotional materials will be developed in order to raise awareness of the Small Project Fund. The package of promotional materials will include a set of materials with obligatory visible elements to be distributed in order to popularize the programme among citizens of the programme area, e.g. pen, notebook, articles for personal/office use (mouse pads, bags, mugs, pens, t-shirts, key rings, ...), printed materials, etc. The cost of which covers a minimum of 100 items.	HU-SK	2	200
Photographs	100	LB	The project consortium envisages to take professional photos to illustrate the evolution of the umbrella project as well as small projects over time, to visibly record their impact and results. Photos will focus on people involved in a project and its outcomes. As a general rule, digital photos should be used for reproduction on websites and other information materials (for producing printed materials, 300 dpi is the minimum quality standard). Photos may be included to illustrate the people involved in or influenced by the results of the projects. In general, all materials produced in paper form should also be made available in electronic form to facilitate their distribution online. Photographs should be taken on these occasions, when appropriate to document the progress of actions and events related to these so they can be used in communication materials or to demonstrate to controllers that publicity requirements have been met.	ALL	2,3,4,5,6,7,8,9,10,11,12,13,14,15	1 000
Other	1	LB	Special promotional materials (roll-ups, banners). They serve as reminder of the projects for certain stakeholders or for the general public targeted by different project activities.	HU-SK	3	100

5. Visibility elements						
Item	Quant.	Resp. Ben.	Description	Lang.	Relevant period	No. of people to reach

Stickers (90x50 mm)	50	LB	Stickers: Equipment (computers, phones, additional equipment, etc.) procured during the project must bear a visible sticker. When a variety of objects are permanently placed in one location, the room has to be marked as well with a small plaque or poster (preferably placed at the entrance). When more adjoining rooms are equipped, having one entrance (in the case of an exhibition), placing one plaque at the entrance is sufficient. The stickers shall be produced in two sizes, 90 mm x 50 mm (smaller items) and 100 mm x 100 mm (larger items). Please note that the size of the stickers depends on the size of the equipment you purchase. Other recommended sizes: at least 1/16 of the most visible surface of the equipment.	HU-SK	1	15
Permanent plaque	1	LB	Permanent explanatory plaques: According to the EC Regulation 1303/2013 (Annex XII) no later than three months after completion of an operation, the beneficiary shall put up a permanent plaque or billboard of significant size at a location clearly visible to the public when the total public support (i.e. ERDF + national co-financing) to the project exceeds EUR 500 000 and the operation consists of the purchase of a physical object, the financing of infrastructure or construction operations.	HU-SK	1	500

12. COOPERATION CRITERIA

Joint development	Yes	665 /1000
<p>The project consortium worked closely on the development of the umbrella project structure. The project proposal, annexes, and the strategy for implementation were carried out in close cooperation of all three partners. All partners have relevant experience and expertise needed for project implementation. The long-term collaboration of all three partners eased project development and contributed to the effective preparation of the project proposal and its annexes. The joint development was conducted through several meetings, workshops, conference calls and e-mail communication. Development from project idea to proposal submission took more than four months.</p>		
Joint implementation	Yes	935 /1000
<p>Due to its specific structure, the umbrella project will be implemented by a consortium composed of the EGTC as the Lead Beneficiary and two partners – the Košice Self-governing Region and Széchenyi Programme Office Nonprofit LLC. All partners will participate in Management, Communication, Implementation of Small Project Fund and First Level Control activities. The extent of their involvement will differ according to activity, e.g., First Level Control will be mainly and equally managed by the Košice Self-governing Region and Széchenyi Programme Office Nonprofit LLC. Naturally, this activity will also be joined by the EGCT as the Lead Beneficiary. As The Small Project Fund focuses solely on the financing of small projects, it will be managed and implemented by the EGTC.</p> <p>Joint implementation will be fostered by a set of management and coordination tools – project meetings, regular communication via e-mails and phone, etc.</p>		
Joint staffing	Yes	680 /1000
<p>All project partners will allocate staff (internal or external) for project implementation. Naturally, the most staff will be employed by EGTC as the Lead Beneficiary, with tasks divided between Priority Axis 1 and Priority Axis 4. The Košice Self-governing Region and Széchenyi Programme Office Nonprofit LLC will have newly employed staff mainly for First Level Control – the activity for which they bear the main responsibility. Nevertheless, project partners will allocate internal staff to other activities as warranted. The staff of all three project partners will communicate and meet on a regular basis to discuss the actual status of and further steps in all activities.</p>		
Joint financing	Yes	560 /1000
<p>The expenses of the project are divided among the partners. Each partner will have a balanced budget considering the main activities of the project that were realized. The pre-financing of the project will be solved in a form of a loan, backup payment on the HU side (10% from SR or according to the mandate 216/2016), membership fees and income from activities. Each attendant will ensure their participation in the project (5%) from their own resources. Percentage of the budget among the partners: EGTC 85,5 %, TTSK 5,5 %, SZPO 9 %, from the total budget.</p>		

13. PROJECT LEVEL INDICATORS

Programme specific result indicator

ID	Indicator	M. unit	Baseline value	Target value
R410	Level of cross-border cooperation	score	3,4	4,1

The project's contribution to the fulfillment of the indicator

499/500

The contribution of small projects to achievement of the indicator is commensurate with the size and type of small project activities. Small projects are responsive to local needs and are strongly focused on regional and cross-border impact. Activities are focused mainly on supporting the cooperation and development of cultural heritage sites, maintaining and promoting natural heritage, development of tourism products, and building green ways, as well as cross-border cooperation among citizens.

Common and Programme specific output indicators

ID	Indicator	M. unit	Target value
O411	Number of cross-border products and services developed	Number	4,00
O413	Number of cross-border events	Number	85,00
O414	Number of documents published or elaborated in the framework of SPF	Number/200	100,00
O415	Number of people participated in cooperation	Number	2 000,00
O416	Number of women participated in cooperation	Number	850,00
O417	Number of participants from socially marginalized groups, including Roma	Number	60,00

Project specific output indicator

ID	Indicator	Unit	Target value
PS01	Developed surface/capacity affected by investment	m2	0,00
PS02	Developed natural surface affected by investment	ha	0,00
PS03	Number of developed documents	pc	100,00
PS04	Length of bicycle paths	km	0,00
PS05	Number of women participating in project activities, events	person	850,00
PS06	Number of new working places	pc	40,00
PS07	Number of sustained working places	pc	30,00
PS09	Number of newly implemented infrastructure	pc	0,00
PS10	Number of developed systems and services	pc	30,00
PS12	Number of organized professional events	pc	100,00
PS13	Number of institutions/organizations involved in professional events	pc	200,00
PS14	Number of new webpages	pc	35,00
PS15	Number of cross-border thematic articles, media appearances	pc	100,00
PS16	Number of developed documents related to the investment	pc	0,00

14. INDICATORS BY BENEFICIARIES

Common and Programme specific output indicators

ID	Indicator	Unit	Target value				
			LB	B2	B3	SPF	Total
O411	Number of cross-border products and services developed	Number	1,0			3,0	4,00
O413	Number of cross-border events	Number	8,0			77,0	85,00
O414	Number of documents published or elaborated in the framework of SPF	Number/200	25,0			75,0	100,00
O415	Number of people participated in cooperation	Number	128,0	16,0	16,0	1840,0	2000,00
O416	Number of women participated in cooperation	Number	54,0	6,0	6,0	784,0	850,00
O417	Number of participants from socially marginalized groups, including Roma	Number				60,0	60,00

Project specific output indicator

ID	Indicator	Unit	Target value				
			LB	B2	B3	SPF	Total
PS01	Developed surface/capacity affected by investment	m2					0,0
PS02	Developed natural surface affected by investment	ha					0,0
PS03	Number of developed documents	pc	25			75	100
PS04	Length of bicycle paths	km					0,0
PS05	Number of women participating in project activities, events	person	54	6	6	784	850
PS06	Number of new working places	pc				40	40
PS07	Number of sustained working places	pc				30	30
PS09	Number of newly implemented infrastructure	pc					0
PS10	Number of developed systems and services	pc				30	30
PS12	Number of organized professional events	pc	2			98	100
PS13	Number of institutions/organizations involved in professional events	pc	10			190	200
PS14	Number of new webpages	pc	1			34	35
PS15	Number of cross-border thematic articles, media appearances	pc	4			96	100
PS16	Number of developed documents related to the investment	pc				0	0

15. HORIZONTAL PRINCIPLES

Obligatory requirements

As a Lead Beneficiary hereby I declare that:

1. Investments negatively affecting nature, fauna and flora, and biodiversity are accompanied by compensatory measures and damage mitigation.
2. In case the project includes construction and/or renovation works the project chosen climate-friendly architectural solutions and cost optimal levels of energy performance according to the Directive 2010/31/EU.
3. In case the project includes inland waterways and/or infrastructure, the projects will be implemented in accordance with Art. 4 of the Directive 2000/60/EC and the river basin management have to be respected.

Programme specific measures

Sustainable development

Project reduces the consumption of energy, water and limited resources and increase the usage of renewable energy;

Description

455 /500

The basic pillars of Sustainable development are environmental, economic and social sustainability. The SPF will act in accordance to these core principles.

The SPF will support actions for maintaining and promoting cross border natural and cultural heritage, developing environmentally friendly tourism products and offers, as well as border infrastructure for eco-tourism. the SPF will contribute to the sustainable development of the programming area.

In case project involves purchasing products the requirements set out in Annex III of the Energy Efficiency Directive (2012/27/EU) is respected.

Description

198 /500

Project involves purchasing products only in low extend, but the requirements set out in Annex III of the Energy Efficiency Directive (2012/27/EU) will be respected in all purchases of all partners.

Description

0 /500

Equal opportunities and non-discrimination

Project must be transparent and must take into account non-discrimination principles.

Description

498 /500

The SPF Umbrella Project will contribute to prevent any discrimination based on sex, racial or ethnic origin, religion or belief, disability, age or sexual orientation during its preparation and implementation. In the field of equal opportunities, the Umbrella Project, as well as small projects themselves, will address the needs of those facing multiple disadvantages, especially permanently unemployed people, people with disabilities, and those from Roma and other ethnic minority communities.

Description

0 /500

Description

0 /500

Equality between men and women

Project ensures minimum 50% in number of women or disadvantaged persons participating in joint education and training activities, events;

Description

415 /500

The SPF will ensure that equality between men and women and integrating gender perspectives are taken into account and promoted during the relevant programming period. the SPF will pay special attention to ensure equality principles. These measures will be applied not only during preparation and implementation of the SPF Umbrella Project, but also the evaluation and selection criteria for small project proposals.

Description

0 /500

Description

0 /500

Description	0 /500

PA specific measures

Project shall contribute to the accessibility of cross-border education, social and other public services.

Description	314 /500
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The SPF will aid small project proposals supporting the cross - border educational activities, social activities and other public services. These activities will strengthen the educational and social awareness of the region and will generate positive experiences for inhabitants and visitors of programming area.

Project improves service provision in the borderland, enhances mutual understanding and bilingualism.
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Description	264 /500
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The SPF will also support small projects which allow the creation a new services and improvement of existing services in region. The providing of these services available in both language supports the bilingualism and mutual understanding in the programming area.

Project ensures the accessibility of people with disabilities to existing services.
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Description	236 /500
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The SPF will prefer small projects with an aspect of disabled people and their accessibility to new and existing services. Realization of small projects with this aspect prevents the people with disabilities from their discrimination.

16.1 DECLARATION ON STATE AID - LB

Definition of state aid in accordance with Article 107(1) of the Treaty on the Functioning of the European Union entered into force on 1 December 2009:

Save as otherwise provided in the Treaties, any aid granted by a Member State or through State resources in any form whatsoever which distorts or threatens to distort competition by favouring certain undertakings or the production of certain goods shall, in so far as it affects trade between Member States, be incompatible with the internal market. Derogations are set out in Article 107 (2) and (3). Before the State aid tests can be applied it is necessary to determine whether the following two aspects are present:

Criteria	Yes/No	Please specify
a.) The Beneficiary is an undertaking Undertaking is an entity engaged in an economic activity, regardless of their legal status and the way in which they are financed.	YES	Our activities are non-profit. We are elaborating studies, strategies, developing projects with the aim to contribute to regional development of cross-border region.
b.) Economic activity The recipient of the aid exercises any activity of economic nature consisting in offering goods and/or services on a market and which could, at least in principle, be carried out by a private operator for remuneration.	YES	EGTC is working with the mission to raise the quality of life in cross-border area. Services provided are serving public interests, are not profit oriented.

State aid rules apply only to measures that satisfy all of the criteria listed in Article 107(1) of the Treaty, and in particular the four criteria below.

Criteria	Yes/No	Please specify
1.) Transfer of state resources Measures involve a transfer of public sources (European, national, regional, local, other).	YES	The project will be financed from public sources in case of its selection.
2.) Advantage on a selective basis The aid constitutes an economic advantage that the undertaking would not have received in the normal course of business, and applied selectively. The selectivity criterion is also satisfied if the scheme applies to only part of the territory of a Member State (this is the case for all regional and sectorial aid schemes).	YES	All project activities will be implemented within the Programme area that covers only a part of EU Member States – SK-HU, therefore the project is given the advantage and the selectivity criterion is met.
3.) Competition may be distorted A distortion of competition is assumed as soon as the State grants a financial advantage to an undertaking in a liberalised sector where there is, or could be, competition.	NO	
4.) Effect on trade Aid must have a potential effect on trade between Member States.	NO	

Result	Yes/No	If yes, please specify the activities concerned and cost per activities
Support to be received is state aid relevant (ex-ante estimate):	NO	
Further comments or suggestions:		

16.2 DECLARATION ON STATE AID - B2

Definition of state aid in accordance with Article 107(1) of the Treaty on the Functioning of the European Union entered into force on 1 December 2009:

Save as otherwise provided in the Treaties, any aid granted by a Member State or through State resources in any form whatsoever which distorts or threatens to distort competition by favouring certain undertakings or the production of certain goods shall, in so far as it affects trade between Member States, be incompatible with the internal market. Derogations are set out in Article 107 (2) and (3). Before the State aid tests can be applied it is necessary to determine whether the following two aspects are present:

Criteria	Yes/No	Please specify
a.) The Beneficiary is an undertaking Undertaking is an entity engaged in an economic activity, regardless of their legal status and the way in which they are financed.	No.	
b.) Economic activity The recipient of the aid exercises any activity of economic nature consisting in offering goods and/or services on a market and which could, at least in principle, be carried out by a private operator for remuneration.	No.	

State aid rules apply only to measures that satisfy all of the criteria listed in Article 107(1) of the Treaty, and in particular the four criteria below.

Criteria	Yes/No	Please specify
1.) Transfer of state resources Measures involve a transfer of public sources (European, national, regional, local, other).	Yes.	The project will be financed from public sources in case of its selection.
2.) Advantage on a selective basis The aid constitutes an economic advantage that the undertaking would not have received in the normal course of business, and applied selectively. The selectivity criterion is also satisfied if the scheme applies to only part of the territory of a Member State (this is the case for all regional and sectorial aid schemes).	No.	
3.) Competition may be distorted A distortion of competition is assumed as soon as the State grants a financial advantage to an undertaking in a liberalised sector where there is, or could be, competition.	No.	
4.) Effect on trade Aid must have a potential effect on trade between Member States.	No.	

Result	Yes/No	If yes, please specify the activities concerned and cost per activities
Support to be received is state aid relevant (ex-ante estimate):	No.	
Further comments or suggestions:		

16.3 DECLARATION ON STATE AID - B3

Definition of state aid in accordance with Article 107(1) of the Treaty on the Functioning of the European Union entered into force on 1 December 2009:

Save as otherwise provided in the Treaties, any aid granted by a Member State or through State resources in any form whatsoever which distorts or threatens to distort competition by favouring certain undertakings or the production of certain goods shall, in so far as it affects trade between Member States, be incompatible with the internal market. Derogations are set out in Article 107 (2) and (3). Before the State aid tests can be applied it is necessary to determine whether the following two aspects are present:

Criteria	Yes/No	Please specify
a.) The Beneficiary is an undertaking Undertaking is an entity engaged in an economic activity, regardless of their legal status and the way in which they are financed.	No	
b.) Economic activity The recipient of the aid exercises any activity of economic nature consisting in offering goods and/or services on a market and which could, at least in principle, be carried out by a private operator for remuneration.	No	

State aid rules apply only to measures that satisfy all of the criteria listed in Article 107(1) of the Treaty, and in particular the four criteria below.

Criteria	Yes/No	Please specify
1.) Transfer of state resources Measures involve a transfer of public sources (European, national, regional, local, other).	Yes	The project will be financed from public sources in case of its selection.
2.) Advantage on a selective basis The aid constitutes an economic advantage that the undertaking would not have received in the normal course of business, and applied selectively. The selectivity criterion is also satisfied if the scheme applies to only part of the territory of a Member State (this is the case for all regional and sectorial aid schemes).	No	
3.) Competition may be distorted A distortion of competition is assumed as soon as the State grants a financial advantage to an undertaking in a liberalised sector where there is, or could be, competition.	No	
4.) Effect on trade Aid must have a potential effect on trade between Member States.	No	

Result	Yes/No	If yes, please specify the activities concerned and cost per activities
Support to be received is state aid relevant (ex-ante estimate):	No	
Further comments or suggestions:		

17. CERTIFICATE



Priority axis PA4 | Enhancing cross-border cooperation of public authorities and people living in the border area

Specific objective SO4.1 | Improving the level of cross border inter-institutional cooperation and broadening cross border cooperation between citizens

Project title The Small Project Fund for the Eastern Programming Area - Priority Axis 4

Lead beneficiary Európske zoskupenie územnej spolupráce Via Carpatia s ručením obmedzeným

With his/her signature the legally authorized representative of the Lead Beneficiary certifies that the data and statements provided are complete, correct and actual, further that the provisions of the relevant Call for SPF Umbrella Projects have been noted and respected and that all data in the application correspond to the original documents.

Date 03/03/2017

Place Košice

Name of the statutory representative of the LB

Julianna Orbán Máté, Director

Signature and stamp of the Lead Beneficiary

EZÚS Via Carpatia
Námestie Maratónu mieru 1
042 66 Košice
IČO: 45 230 030, DIČ: 2023851126





Partnership Agreement

Application form ID: SKHU/1701/4.1/003

Project acronym: SPF ETA4

**Project title: The Small Project Fund for the Eastern Programming Area –
Priority Axis 4**

**Interreg V-A Slovakia-Hungary
Cooperation Programme**

PARTNERSHIP AGREEMENT
for the implementation of the Project

SPF ETA4

**The Small Project Fund for the Eastern Programming Area –
Priority Axis 4**

**within the
Interreg V-A Slovakia-Hungary Cooperation Programme**

between

Lead Beneficiary **Európske zoskupenie územnej spolupráce Via Carpatia
s ručením obmedzeným**

Represented by: Ing. Julianna Orbán Máté, PhD.

and

Beneficiary **Košický samosprávny kraj**

Represented by: Ing. Rastislav Trnka

Beneficiary **Széchenyi Programiroda Nonprofit Kft.**

Represented by: Szakács Áron László

(Hereinafter jointly referred to as Parties)

On the basis of:

- Council Regulation (EU, EURATOM) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union and repealing Council Regulation (EC, Euratom) No 1605/2002;
- Commission Delegated Regulation (EU) No 1268/2012 of 29 October 2012 on the rules of application of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council on the financial rules applicable to the general budget of the Union;

- Regulation (EU) No 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006 – (hereinafter referred to as the Common Provisions Regulation, CPR);
- Regulation (EU) No 1301/2013 of the European Parliament and of the Council of 17 December 2013 on the European Regional Development Fund and on specific provisions concerning the Investment for growth and jobs goal and repealing Regulation (EC) No 1080/2006;
- Regulation (EU) No 1299/2013 of the European Parliament and of the Council of 17 December 2013 on specific provisions for the support from the European Regional Development Fund to the European territorial co-operation goal (hereinafter referred to as the ETC Regulation);
- the Interreg V-A Slovakia-Hungary Cooperation Programme, approved by the European Commission on 30 September 2015 by Decision Ref No C(2015) 6805 and modified on 1 September 2016 by Decision Ref No C(2016)5653 (hereinafter referred to as the Programme);
- documents of the relevant Call for proposals of the Programme (SKHU/1601), published on 29th July 2016 on the Programme website (hereinafter referred to as the Call for proposals);
- the Beneficiary's manual for the Interreg V-A Slovakia-Hungary Cooperation Programme, laying down the programme specific rules for the implementation of the projects (hereinafter referred to as the Beneficiary's manual);
- the Visibility guide for projects in the Interreg V-A Slovakia-Hungary Cooperation Programme, laying down the programme specific rules on information and publicity measures of the projects (hereinafter referred to as Visibility guide for projects);
- the proposed Project **SPF ETA4** as drafted in the Application form and approved by the Monitoring Committee of the Programme, taking its final form as Annex I of the Subsidy Contract.

All laws, regulations, programme documents mentioned in this agreement – including any amendments made to these rules and regulations – are applicable in the latest version in force.

Article 1

Definitions

1. **Lead Beneficiary:** the Lead Beneficiary is designated by the Project partners and has full financial and administrative responsibility for the EU contribution for the entire duration of the Subsidy contract. The Lead Beneficiary is also responsible for the proper reporting of progress during project implementation

to the Joint Secretariat as stipulated in the Subsidy contract. In principle, the Lead Beneficiary has functional (co-ordination of the project activities) and financial responsibilities related to the EU contribution (based on Paragraph (2) of Article 13 of the ETC Regulation).

2. **Beneficiary:** an actor that commits itself to functionally and financially implement a project part of the Project according to the Application form as approved by the Monitoring Committee.
3. **Project partners:** means Lead Beneficiary and other Beneficiary / Beneficiaries together.
4. **Project part:** covers a set of activities within the Project as a whole, undertaken by the Lead Beneficiary or another Beneficiary in a defined timeframe and presented as a Lead Beneficiary / Beneficiary budget sheet in the budget of the Application form.

Article 2

Scope of the Partnership agreement

1. The Parties, through the present Partnership agreement, lay down the rules of procedures for the work to be carried out and the relations that shall govern the partnership set up in order to successfully and efficiently implement the above-mentioned Project. This Agreement shall also define their mutual responsibilities concerning the administrative and financial management of the Project.
2. The Application form as approved by the Monitoring Committee and the Subsidy contract (with all its provisions) signed by all signatories are to be regarded as integral parts of this Agreement, therefore their content and the obligations set by the above-mentioned documents have to be fully respected by the Parties.

Article 3

Duration of the Agreement

1. The Partnership agreement is valid from the date of signature by all Parties and enters into force from the day the Subsidy contract between the Managing Authority and the Lead Beneficiary enters into force. It shall remain in force until the Lead Beneficiary has discharged in full its obligations arising from the Subsidy contract towards the Managing Authority, including the period of availability of documents for financial controls.
2. This Agreement shall also remain in force if there is any non-resolved dispute among the Parties at an out-of-court arbitration body.

3. The breach of the obligations of the Partnership agreement by one of the Project partners may lead to an early termination of its participation in the Project. This termination has to be decided by consensus by all the other Project partners in a documented manner, provided that the eligibility rules of the Call for proposals are kept with the remaining Project partners and that the consequently initiated amendment of the Subsidy contract is successful at the Managing Authority. However, the Project partner will be obliged by the present Agreement for its whole duration with regard to the activities carried out and expenditure incurred until that moment. In case the Subsidy contract terminates, the present Partnership agreement is terminated.

Article 4

Activities of Project partners in the Project

1. The activities of the Project partners as well as the role of the Lead Beneficiary and of each Beneficiary in the Project are described in the Application form and in the Subsidy contract.
2. The Project partners take into account all rules and obligations as set out in the Subsidy contract and its annexes.
3. The Project partners commit themselves to undertake everything in their power to foster the successful and efficient implementation of the Project.

Article 5

Specific obligations of the Lead Beneficiary

1. The Lead Beneficiary is responsible for the overall co-ordination and effective implementation of the Project and shall take all the steps needed to correctly manage the Project in accordance with the Application form and the Subsidy contract and in line with the Subsidy contract and the Partnership agreement.
2. In addition as a general obligation the Lead Beneficiary shall:
 - a) represent the Project partners towards Managing Authority / Joint Secretariat / programme management bodies;
 - b) sign the Subsidy contract (and its possible amendments), inform all Beneficiaries on the signature of the Subsidy contract and provide all Beneficiaries with a copy thereof;
 - c) appoint a project manager who has the operational responsibility for the co-ordination and documentation of the overall Project;
 - d) react promptly to any request made by the Managing Authority and the Joint Secretariat;
 - e) keep the Beneficiaries informed on a regular basis about all relevant communication between the Lead Beneficiary and the Joint Secretariat, furthermore between the Lead Beneficiary and the Managing Authority;

- f) inform all Beneficiaries on the progress of the overall Project, in particular with reference to its objectives and results as set in the Subsidy contract or any later amendments;
- g) without any delay inform the Beneficiaries about all essential issues (e.g. about any variation of the conditions at the basis of the present Agreement or about any modification that could influence the performance of the Project, the information activity or the payment of financing) connected to project implementation;
- h) notify the Beneficiaries and the Joint Secretariat / Managing Authority immediately of any event that could lead to a temporary or final discontinuation of the Project or any other deviation of the implementation of the Project;
- i) guarantee the sound financial management of the funds allocated for the implementation of the Project, including the separate set-up of the project accounting and the supporting documents storage system;
- j) be responsible for the verification that the expenditure declared by the Project partners has been validated by the designated controller at national level and the expenditure declared by the Project partners has been incurred only for the purpose of implementing the Project and that it corresponds to the activities agreed between the Project partners in the frame of the Application form and Subsidy contract;
- k) prepare and submit the Applications for Reimbursement together with the Project reports, the Final project report and the Project follow-up reports (if relevant) to the Joint Secretariat keeping the deadlines indicated in the Subsidy contract;
- l) transfer the EU contribution to the Beneficiaries according to the Application for Reimbursement approved by the Joint Secretariat, within 45 calendar days and in full – no specific charge or other charge with equivalent effect shall be levied which would reduce these amounts for the Beneficiaries;
- m) ensure that all Beneficiaries are involved in the decision making regarding the Project, and especially agree with the Beneficiaries related to the content of the Subsidy contract before signing the Subsidy contract, furthermore agree with the Beneficiaries before submitting any request for reallocation between budget lines and for an amendment of the Subsidy contract / Partnership agreement to the Joint Secretariat / Managing Authority.
- n) support Beneficiaries in implementing their obligations by giving them the correct information, indications and clarifications on the procedures;
- o) make sure that all Project partners comply with EU and national legislation including rules on public procurement, State aid, publicity, furthermore rules on environmental protection and equal opportunities;
- p) report in accordance with the existing legislation and national / regional guidelines if the project activities contain elements of State aid;
- q) implement its individual part of the Project accordingly;

- r) enable the responsible bodies to carry out their audit and monitoring / evaluation / activities;
- s) guarantee the systematic collection and the safe storage of all the documentation regarding project expenditure and activities;
- t) keep a copy of all project documents including public procurement documents prepared by the Project partners or other bodies;
- u) carry out project level accounting;
- v) ensure that no double funding or double reporting of expenditure takes place;
- w) review the appropriate spending of the EU contribution by the Beneficiaries, the condition of the Beneficiaries' project part and the preparation of the required documents and records for the project closure.

Article 6

Obligations of the Beneficiaries

1. In particular, each Beneficiary shall:
 - a) support the Lead Beneficiary in fulfilling its tasks as stipulated in the Subsidy contract and its annexes;
 - b) without any delay provide the Lead Beneficiary with any information needed to draw up the Project reports, the Final project report and the Project follow-up reports (if relevant), react on any request by the Managing Authority or the Joint Secretariat, or provide any further information needed by the Lead Beneficiary;
 - c) assure the smooth implementation of the part of the Project they are responsible for in accordance with the Subsidy contract and its annexes;
 - d) inform the Lead Beneficiary immediately about any circumstances that could lead to a temporary or final discontinuation of the Project part or any other deviation of the implementation of the Project part, including any variations to its part of project budget or work plan;
 - e) appoint a contact person for the implementation of the part of the Project under their responsibility;
 - f) contribute to overall project aims according to their part undertaken with due care and motivation, completing their activities foreseen for each reporting period of the project implementation;
 - g) maintain either a separate accounting system or an adequate accounting code for all transactions related to the Project part;
 - h) inform the Lead Beneficiary on the details of the bank account¹ to which the EU contribution of the Beneficiary shall be transferred, furthermore

¹ The details of the bank accounts per Beneficiary form Annex 1 to the present Agreement.

the Lead Beneficiary must be informed about any changes concerning the bank account;

- i) co-operate with the Lead Beneficiary for the effective implementation of the Project, actively take part in decision making during the Project;
- j) have its expenditures incurred in the given reporting period, verified by the designated controller and submit the Declaration on Validation of Expenditure issued by the controller to the Lead Beneficiary in due time. (The reimbursement of expenditure of the Beneficiaries not covered by Declarations on Validation of Expenditure in the given reporting period can be requested only for the next reporting deadline following the reporting period concerned. Preparation costs can be validated and requested only in the first reporting period.);
- k) comply with EU- and national rules, including rules on public procurement, State aid, publicity, further rules on environmental protection and equal opportunities;
- l) report in accordance with the existing legislation and national/regional guidelines if the Project activities contain elements of State aid;
- m) guarantee the systematic and safe collection of all the documentation regarding its part of project expenditure and its transmission to the Lead Beneficiary, as well as to guarantee the access to documents to all the representatives of the institutions in charge of verifications and to the bodies authorised to monitor or audit the Project;
- n) be responsible for the sound financial management of the funding allocated to its project part, including the arrangements for recovering amounts unduly paid (EU contribution, State contribution, if relevant, and other public contribution).

Article 7

Responsibilities of the Lead Beneficiary and of the Beneficiaries

1. The Lead Beneficiary solely assumes responsibility for the entire Project towards the Managing Authority as defined in the Subsidy contract.
2. Each Beneficiary is directly and exclusively responsible to the Lead Beneficiary for the due implementation of its respective project part and for the proper fulfilment of its obligations as set out in the Partnership agreement and in the Application form. Should a Project partner not fulfil its obligations under this Agreement in due time, the Lead Beneficiary shall admonish the Project partner to fulfil them within a reasonable period of time. The Project partners undertake to find a rapid and efficient solution. Should the non-fulfilment continue, the Lead Beneficiary may decide to debar the Project partner concerned from the Project with approval of the other Project partner. The Joint Secretariat and the Managing Authority shall be promptly informed of such an intended decision by the Lead Beneficiary and the change in the partnership has to be approved according to the provisions set out in the Subsidy contract.

3. The Lead Beneficiary and each Beneficiary shall take the financial responsibility for the EU contribution and, if relevant, the related State contribution it has received for its project part.
4. In case of irregularities the Lead Beneficiary bears the overall responsibility towards the Managing Authority for the repayment of the EU contribution amounts unduly paid, with interest charged. By way of the derogation from this principle, if the irregularity is committed by a Beneficiary, the concerned organisation shall repay to the Lead Beneficiary the amounts unduly paid. When amounts unduly paid to a Beneficiary cannot be recovered, due to negligence of the Lead Beneficiary, the Lead Beneficiary shall remain responsible for the repayment, according to Article 14 of the Subsidy Contract.
5. The Lead beneficiary and beneficiaries are liable for damages and costs resulting from misconduct in the performance of the obligations under this Partnership Agreement, under the Subsidy contract, or under the documents to which the Partnership Agreement refers in the context of the implementation of the project.
6. In the case of any damage arising from misconduct in the performance of the Obligations to the Lead Beneficiary, the Lead Beneficiary may refuse to pay the total/part of the EU contribution or require a Beneficiary to repay the total/part of the EU contribution.

Article 8

Reporting obligations of the Beneficiaries

1. The Lead Beneficiary can only submit an Application for Reimbursement to the Joint Secretariat by providing proof of progress of the Project. Therefore, in order to provide adequate information on the progress of the Project, each Beneficiary has to submit a Beneficiary report to the Lead Beneficiary consisting of an activity report describing the activities carried out with their outputs and results during the reporting period and a financial report presenting the financial progress of the Project part compared to the Application form/Subsidy contract.
2. The Beneficiaries have to respect the reporting deadlines of the Subsidy contract and have to submit their Beneficiary report and Declaration on Validation of Expenditure to the Lead Beneficiary in due time, until 45 calendar days from the end date of each reporting period. Beneficiary reports and Declarations on Validation of Expenditure not submitted to the Lead Beneficiary within the set deadline will not be included in the Project report (or any other report) and Application for Reimbursement of the Lead Beneficiary to be submitted to the Joint Secretariat.
3. The Beneficiary reports should be drawn up in Euro. The Beneficiaries shall convert into Euro the amounts of expenditure of invoices incurred in other currency than Euro as described in the Subsidy contract. The exchange rate risk is borne by the Lead Beneficiary or Beneficiary concerned.

Article 9

Audits

1. For audit purposes each Project partner shall:
 - a) retain all files, documents, receipts and data about the Project within the timeframe stipulated in Article 140(1) of the CPR and further detailed in the Beneficiary's manual, either in original or as certified copies on commonly used data media safely and orderly;
 - b) enable the Managing Authority, Certifying Authority, Audit Authority, the responsible auditing bodies of the European Union and the auditing bodies of the Member State it is based in to audit the proper use of funds;
 - c) provide these authorities with any information about the Project they request;
 - d) provide them access to the databases, the accounting books and accounting documents and other documentation related to the Project, whereby the auditing bodies decide on this relation, within the timeframe stipulated in Article 140(1) of the CPR and further detailed in the Beneficiary's manual;
 - e) provide them access to the place where the Project has been implemented and their business premises during the ordinary business hours and also beyond these hours by arrangement and allow them to carry out on-the-spot-checks related to the Project within the timeframe stipulated in Article 140(1) of the CPR and further detailed in the Beneficiary's manual;
 - f) without any delay provide the Lead Beneficiary with any information needed in connection to such an audit.

Article 10

Information and publicity

1. Any publicity measure undertaken by any of the Project partners shall be conducted in accordance with the rules on information and publicity laid down in the Visibility guide for projects in the Interreg V-A Slovakia-Hungary Cooperation Programme.
2. Information and publicity measures shall be co-ordinated among the Project partners. Each Project partner is equally responsible for promoting the fact that financing for the Project is provided from EU contribution within the framework of the Interreg V-A Slovakia-Hungary Cooperation Programme and is responsible for ensuring the adequate promotion of the Project.
3. The Project partners take note of the fact that the results of the Project as well as any study or analysis produced in the course of the Project can be made

available to the public and they agree that the results of the Project shall be available for all Project partners and for the public free of charge.

4. The Project partners settle down that all photographs and audio-visual materials, as EU funded outputs must be free and available for everyone for at least five years after project closure.
5. Settling copyright issues is the responsibility of the Project partners. The Project partners should stipulate among others the ownership, usage rights regarding the respective outputs, if deemed necessary.
6. The Project partners agree that the Lead Beneficiary may provide the Joint Secretariat / Managing Authority or other programme management bodies to publish, in whatever form, unrestricted as far as data protection is concerned, and on or by whatever medium, with the following information:
 - title and the acronym of the Project;
 - the name and contact details of the Lead Beneficiary and of the Beneficiaries;
 - the amount of subsidy and the EU co-financing rate;
 - the purpose of the EU contribution (i.e. the overall objective of the Project);
 - the geographical location of the Project;
 - project results, evaluations, summaries;
 - any other information about the Project if considered relevant.

Article 11

Ownership – Use of Results

1. The Parties undertake to enforce the applicable law on intellectual property rights, regarding any outcome that might be produced during the implementation of the Project.
2. Unless formally stipulated otherwise by the Parties, ownership of the results of the Project, including industrial and intellectual property rights, and of the reports and other documents relating to it, shall be vested to the Project partners.
3. Without prejudice to the previous paragraph, the Project partners grant the Joint Secretariat and the Managing Authority the right to make free use of the results of the Project, provided it does not thereby breach its confidentiality obligations or existing industrial and intellectual property rights.
4. The Project partners agree that owners of the Project outputs/deliverables are the following:

Európske zoskupenie územnej spolupráce Via Carpatia s ručením obmedzeným

5. The Lead Beneficiary and the Beneficiaries commit themselves to establish and maintain an inventory of all fixed assets acquired, built or improved within the Project.
6. As to the sustainability of project results after the end of the implementation period, further as to the steps to be taken after project closure, the Project partners agree on the following activities and designate the following rights and duties within the Project partnership:

The sustainability of the Project SPF ETA4 will be primarily embedded in the small projects. All small projects need to define the measures for its sustainability.
7. In case of purchase costs co-financed, the owners shall not substantially modify their respective project parts affecting its nature or its implementation conditions or giving to a firm or a public body an undue advantage; and resulting either from a change in the nature of ownership of an item of infrastructure or the cessation or relocation of a productive activity outside the programme area at least within five years of the final payment to the Lead Beneficiary, except where State aid rules provide for a different period.

Article 12

Changes in the Project partnership

1. Being aware of the fact that all changes in the Project partnership need an approval of the Monitoring Committee and that the Managing Authority is entitled to withdraw from the Subsidy contract if the number of Beneficiaries falls below the minimum number of partners, the Project partners agree not to abandon the Project unless there are unavoidable reasons for it.
2. In case a Project partner withdraws from the Project or is debarred from it, the remaining Project partners shall undertake to find a rapid and efficient solution to ensure further proper project implementation without any delay. Consequently, the Project partners shall endeavour to cover the contribution of the withdrawing Project partner, either by assuming its tasks by one or more of the remaining Project partners or by asking a new Project partner to join the Project partnership, regarding the respective programme provisions.
3. The Lead Beneficiary shall inform the Joint Secretariat and the Managing Authority as soon as changes in the Project partnership are foreseeable. The changes in the partnership enter into force only after approval by the Monitoring Committee.
4. The provisions set for audits in Article 9 remain applicable to the Project partners that backed out of the Project or were debarred from the Project.

Article 13

Irregularities and the repayment of funds

1. If the Managing Authority should – based on the provisions of the Subsidy contract – request the repayment of EU contribution from the Lead Beneficiary, the latter shall call upon the Beneficiary that had caused the irregularity resulting in the repayment of the EU contribution unduly paid according to the request of the Managing Authority.
2. The Beneficiary in question has to repay the requested EU contribution together with the interests chargeable to the Lead Beneficiary.
3. The Beneficiary has to respect the deadline given by the Managing Authority to the Lead Beneficiary for the repayment of the EU contribution. The Beneficiary has to transfer the requested EU contribution together with the interests chargeable to the Lead Beneficiary 30 calendar days before the deadline set for the Lead Beneficiary.

Article 14

Co-operation with third parties, assignment

1. In case of co-operation with third parties (e.g. concluding sub-contracts) the Beneficiary shall remain the sole responsible toward the Lead Beneficiary concerning the compliance with its obligations as set out in the present Agreement. Any contracts with third parties will have to be concluded in accordance with EU and national legislation. No Project partner shall have the right to transfer its rights and obligations to third parties. The Lead Beneficiary shall be informed by the Beneficiary about the subject and party of any contract concluded with a third party.
2. In case of legal succession, e.g. when the Project partner changes its legal form, the Project partner is obliged to transfer all duties under this Agreement to the legal successor. The Beneficiary shall notify the Lead Beneficiary in written form within 14 calendar days. The Lead Beneficiary shall notify the Joint Secretariat according to the provisions set out in the Subsidy contract.

Article 15

Language

1. The working language of the partnership shall be English language. Any official internal document of the Project shall be made available in English.
2. Present Agreement is concluded in English. In case of translation of this Agreement and its annexes into another language the English version shall prevail.

Article 16



Applicable law (liability and *force majeure*)


1. Present Agreement is governed by the Slovak law, being the law of the country of the Lead Beneficiary. Each Project partner shall be liable to the other Project partners and shall indemnify for any damages or costs resulting from the non-compliance of its contractual duties as set forth in this Agreement.
2. No Party shall be held liable for not complying with the obligations ensuring from this Agreement should the non-compliance be caused by *force majeure*. In such a case, the Project partner involved must announce this immediately in writing to the other Project partners.



Article 17

Concluding provisions

1. Any amendments to this Agreement shall be in writing and shall be signed by all Parties.
2. In case of discrepancies between the Subsidy contract and this Partnership agreement, the Subsidy contract shall prevail.
3. Amendments and supplements to the present Agreement and any waiver of the requirement of the written form must be in written form and have to be indicated as such. The Lead Beneficiary shall notify the Joint Secretariat and the Managing Authority of any amendment or supplement to the present Agreement.
4. If any provision in this Agreement should be wholly or partly ineffective, the rest of the provisions remain binding for the Parties. In such cases the Parties undertake to replace the ineffective provision by an effective one which comes as close as possible to the purpose of the ineffective one.
5. The Parties commit themselves to take measures in order to ensure that all staff members carrying out work within the Project respect the confidential nature of information regarded as such, and do not disseminate it, pass it on to third parties or use it without prior written consent of the Lead Beneficiary and the Project partner that provided the information.
6. The Parties will make efforts to settle any disputes arising from this Agreement out of court. In case an agreement cannot be made in due time, the Parties herewith agree that the District Court in Košice shall have competence to rule in all legal disputes arising from this Agreement.
7. 6 original copies will be made of this Agreement of which each Party keeps one original, while three originals are attached to the Subsidy contracts.
8. The Parties signing the Partnership agreement have fully understood and accepted the contents of the Subsidy contract and undertake the activities and responsibilities in the meaning as included therein.

Name of Lead Beneficiary:	Európske zoskupenie územnej spolupráce Via Carpatia s ručením obmedzeným
Name and title of legally authorised representative:	Ing. Julianna Orbán Máté, PhD. EZÚS Via Carpatia Námestie Maratónu mieru 1 042 66 Košice IČO: 45 230 020 DIČ: 2023851126
Place, date (and stamp):	Košice, 05.06.2018
Signature:	 

Name of Beneficiary:	Košický samosprávny kraj
Name and title of legally authorised representative:	Ing. Rastislav Trnka SAMOSPRÁVNÝ KRAJ Nám. Maratónu mieru 1
Place, date (and stamp):	Košice 05.06.2018
Signature:	

Name of Beneficiary:	Széchenyi Programiroda Nonprofit Kft.
Name and title of legally authorised representative:	Szakács Áron László Széchenyi Programiroda Társaság Nonprofit Kft. 1053 Budapest, Széchenyi utca 2. IV. emelet Tel: 327-08-33 Fax: 327-08-33
Place, date (and stamp):	
Signature:	

Annexes to the Partnership agreement

Annex 1 – Details of the bank accounts to which the EU contribution of the Beneficiaries shall be transferred, data (IBAN number, SWIFT code of the account, name and address of bank) per Beneficiary.

Name of Beneficiary: **Košický samosprávny kraj**

IBAN account number	SK22 8180 0000 0027 1345 4853
SWIFT code	SPSRSKBA
Bank name	Štátna pokladnica
Bank address	Radlinského 32, PO BOX 13, 810 05 Bratislava 15

Name of Beneficiary: **Széchenyi Programiroda Nonprofit Kft.**

IBAN account number	HU81-10004885-10008016-00140735
SWIFT code	HUSTHUHB
Bank name	Hungarian State Treasury
Bank address	1054 Budapest, Hold utca 4.

Annex III
Performance Framework
SKHU/1701/4.1/003 – ETA4

Priority Axis 4

Priority Axis	Indicator	ID	Indicator description	Unit	Value	Beneficiaries
PA4	Output	O411	Number of cross-border products and services developed	Number	1	4
PA4	Output	O413	Number of cross border events	Number	7	85
PA4	Output	O414	Number of documents published or elaborated in the framework of SPF	Number	25	100
PA4	Financial	F0001	Total amount of submitted expenditure for validation	EUR	100 000	5 499 139,31
						Certifying authority, monitoring system

Annex IV

List of documents to be retained

1.	Application form
2.	Notification letter from the Managing Authority awarding subsidy
3.	Contract (and its amendments)
4.	Partnership agreement (and its amendments)
5.	Beneficiary reports
6.	Declarations on Validation of Expenditure
7.	Reports (meaning Project reports, Final project report and Project follow-up reports)
8.	Applications for Reimbursement
9.	Each invoice and accounting document of probative value related to project expenditure (originals to be retained at the premises of the Project partners concerned)
10.	All supporting documents related to project expenditure (e.g. payslips, bank statements, public procurement documents etc.) to be retained at the premises of the Project partners concerned
11.	All project deliverables (all material produced during the project period)
12.	If relevant, documentation related to on-the-spot checks of the Control Bodies (to be retained at the premises of the Project partners concerned)
13.	If relevant, documentation of monitoring visits of the Joint Secretariat / Managing Authority
14.	If relevant, audit reports
15.	If relevant, the Lead Beneficiary's / Beneficiaries' National co-financing contracts and the related documents

Annex V.

Applicable project specific State Aid rules per Project partners

NOT RELEVANT