



COOPERATION AGREEMENT

Title of the Project: "TIME4EU: It's our time, it's time for Europe"

Cooperation agreement for the implementation of the project **“TIME4EU: It’s our time, it’s time for Europe”** financed by the Europe for Citizens Programme, **grant decision No 625179**.

Between:

Applicant organization of Partner 1: Ayuntamiento de Mislata(España)
PIC: 946609227

And:

Partner 2: Bulgarian Youth Association (Bulgaria)

PIC: 937119523

Partner 3: BUDAPEST FOVAROS XI KERULET UJBUDA ONKORMANYZATA (Hungary)

PIC: 941487142

Partner 4: DIMOS AGION ANARGIRON-KAMATEROU (Greece)

PIC: 918519288

Partner 5: CNIPA PUGLIA (Italy)

PIC: 939183683

Partner 6: Fingal County Council (Ireland)

PIC: 895530676

Partner 7: OBCINA KOCEVJE (Slovenia)

PIC: 937391414

Partner 8: FUNDACJA AUTOKREACJA (Poland)

PIC: 947721720

On the basis of:

- Council Regulation (EU) No 390/2014 of April 2014 establishing the “Europe for Citizens” programme for the period 2014 – 2020;
- Programme Guide “Europe for Citizens” (Version valid as of January 2014); call for proposal n° EACEA-52-2019-1 Europe for Citizens programme – actions grants 2020 in order to support Strand 1: European Remembrance and Strand 2: Democratic engagement and civic participation within the framework of the Europe for Citizens Programme 2014 - 2020

Article 1

Entry into force of the grant decision and duration

The actions shall be carried out between 01/04/2021 and 31/03/2023.

Each project partner accepts the workplan of the Application Form and respects the timetable of the events to be organized by the partners involved. In case if any change of timetable is required, the partner in question has to come to a common conclusion with the Lead Applicant (Ayuntamiento de Mislata) and to reach a joint solution of the situation.

Article 2

Partners undertake the obligation to organize the project events allocated to their organization (one international meeting per partner) maintaining the structure of the programme outlined in the Application form (From now AF), while having the right to actualize the theme of the programme in a reasonable way, discussing the changes with the Ayuntamiento de Mislata with a minimum of 30 days notice .

Article 3

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

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

Table 1

	2021		2022					2023
	october	december	february	may	july	september	december	february
	Mislata	Sofia	Budapest	Agioi Anargyroi	Bari	Balbriggan	Kocevje	Warsaw
Ayto. Mislata		3	3	3	3	3	3	3
Bulgarian Youth Association	3		2	2	2	2	2	3
BUDAPEST FOVAROS XI KERULET UJBUDA ONKORMANYZ ATA	3	2		2	2	2	2	3

DIMOS AGION ANARGIRON-KAMATEROU	3	2	2		2		2	3
CNIPA PUGLIA	3	2	2	2		2	2	3
Fingal County Council	3	2	2	2	2		2	3
OBCINA KOCEVJE	3	2	2	2		2		3
FUNDACJA AUTOKREACJA	3	2	2	2	2	2	2	

Article 4

The partners undertake the obligation to ensure that minimum number of local participants defined in the **Table 2**: Local participants are taking part in the event organized by them. According to the rule of the Programme, 30% of the total participants must be foreign (sent by project partners).

Table 2

AYUNTAMIENTO DE MISLATA	68
Bulgarian Youth Association	48
BUDAPEST FOVAROS XI KERULET UJBUDA ONKORMANYZATA	48
DIMOS AGION ANARGIRON-KAMATEROU	48
CNIPA PUGLIA	48
Fingal County Council	48
OBCINA KOCEVJE	48
FUNDACJA AUTOKREACJA	68

Article 5

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

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

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

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

For example, Parameters used to define the budget:

- Accommodation costs: 90,00 Euro per person for 1 night.
- Dinner: 20,00 Euro per person.
- Lunch: 30,00 Euro per person.
- Travel costs: 500,00 Euro per person.

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

General costs for the organization of event: 2.800,00 euros per partner. (Except for the Ayuntamiento de Mislata for the organization of the kick of meeting, and FUNDACJA AUTOKREACJA, who will have a higher budget for the organization of their project events because they will host a higher number of attendants.

Project budget				
Project budget	Travel	Accomodat	Meeting organization	Total
<u>Ayuntamiento de Mislata (Spain)</u>	11000	5880	3280	20160
<u>Bulgarian Youth Association (Bulgaria)</u>	8000	4480	2800	15280
<u>BUDAPEST FOVAROS XI KERULET UJBUDA ONKORMANYZATA (Hungary)</u>	8000	4480	2800	15280
<u>DIMOS AGION ANARGIRON-KAMATEROU (Greece)</u>	8000	4480	2800	15280
<u>CNIPA PUGLIA (Italy)</u>	8000	4480	2800	15280
<u>Fingal County Council (Ireland)</u>	8000	4480	2800	15280
<u>OBCINA KOCEVJE (Slovenia)</u>	8000	4480	2800	15280
<u>FUNDACJA AUTOKREACJA (Poland)</u>	7500	4200	3280	14980
Total	66500	36960	23360	126820
Dissemination	Documenta	Web and so	Infographics,	Total
Mislata	3170	1500	1170	5840
COORDINATION	Administra	Network m	General mana	Total
Ayuntamiento de Mislata (Spain)	4500	4500	4500	13500
TOTAL PROJECT BUDGET				146160

The partners accept the allocation of the budget as shown in the Table 3: Budget allocation for partners.

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

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

Partners accept that 19.340,00 euros is separated from the project budget for managing the common activities:

- 13.500,00 euros are for the tasks of coordination by the Ayuntamiento de Mislata.
- 5.840,00 euros are used for producing the common communication outputs (Spots, Análisis, etc.) (Ayuntamiento de Mislata).

Article 6

The partners accept that the amount paid in advance to the lead partner (40% of the total budget of the project), be transferred from the Lead Partner account number to the account number indicated by each partner (specific budget line of the project), after 30 days having signed this cooperation agreement.

Article 7

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

- The partners accept that if the number of the foreign participants delegated by one partner is less than defined in Table 1, the financial consequences arising in form of reduction of the EU grant will be allocated to the partner concerned.
- If a foreign participant is substituted by another partner, the amount of the average travel costs (500 euro) shall be allocated to the partner who manages the substitution.

Article 8

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

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

The partners agree that efforts will be made to help each other in the financial management of the project. These supports range from the return of money in case of not participating in one of the events to provide free transportation, or support the participation of any additional participant free of charge, etc. Assuming that this support is reasonable.

Article 9

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

Article 10

The partners accept that any conflictive situation and issue related to the implementation of the project must be managed through the project leader and a common forum of the project partners, and that all project partners are committed to carrying out the actions foreseen in the TIME4EU project.

Article 11

The partners recognize that the recent document "Cooperation Agreement" must be signed by each project partner separately, and signed document must be delivered to the project leader in scanned version by mail to the address: maperez@mislata.es as soon as possible (within a maximum period of 15 days from the day after receipt of this document), and that will be delivered in the original version (paper format), during the first international meeting, which will take place in October 2021.

a) Place and date and stamp of Lead Applicant

Carlos Fernández Bielsa,
Mayor Municipality of Mislata

b) Place and date and stamp of the partner.

Dr. Imre László, Mayor
Municipality of Újbuda, 11th District of Budapest

2021 MÁJ 06.

