

ADDENDUM NO 2 TO GRANT CONTRACT

NDICI-GEO-NEAR/2022/434-092- 0004

The Central Project Management Agency
Public Institution, registration number 126125624
S. Konarskio str., 13, LT-03109, Vilnius Lithuania
(‘the Contracting authority’),

and
Czech National Agency for International Education and Research of the one part,

State contributory organization of the Czech Ministry of Education, Youth and Sports
registration number 61386839

Na Porici 1035/4, CZ-110 00 Praha 1, Czech Republic

(hereinafter the 'Beneficiary')

have agreed as follows: of the other part,

The following provisions of the Grant contract No NDICI-GEO-NEAR/2022/434-092- 0004 concluded between the Contracting authority and the Beneficiary on 9th of April 2024 (the ‘contract’) and amended by Addendum 1 signed on 24 July 2024 are hereby replaced/supplemented as follows:

Special Conditions:

Article 2 — Implementation period of the action

2.3 The implementation period of the Action, as laid down in Annex I, is for 34 months.

Article 3- Financing the action

3.1 The total eligible costs are estimated at EUR **168 750,00** as set out in Annex III.

3.2 The contracting authority undertakes to finance a maximum amount of EUR 168 750,00
The grant is further limited to 100% of the total eligible cost of the action specified in paragraph 3.1.
The final amount of the Contracting Authority’s contribution shall be determined in accordance with Articles 14 and 17 of Annex II.

Article 4 - Reporting and payment arrangements

4.1 Payments shall be made in accordance with Article 15 of Annex II option no. 2 as set out in Article 15.1

Initial pre-financing payment: EUR 102 250,00 (subject to the provisions of Annex II).

Initial pre-financing payment, which is paid due to the increased maximum amount by this Addendum indicated in Article 3.2. of Special Conditions: EUR 33 250,00 (subject to the provisions of Annex II).

Further pre-financing payment(s): EUR 33 250,00. (subject to the provisions of Annex II).

Balance of the final amount of the grant: (subject to the provisions of Annex II): EUR 0.

Article 6 — Annexes

The new version of Annex III “The Budget” is attached to this addendum.

A new Annex VIII “Final Narrative Report” is added to this Addendum.

Article 7 – Other specific conditions applying to the action

7.2.1. By derogation to Article 15.1 of Annex II. the Beneficiary shall submit to the Contracting Authority the reports in accordance with the following requirements unless otherwise agreed with the Contracting Authority:

Type of a report and its number	Documents to be submitted	Reporting period	Deadline for Submission
Interim Report	Narrative interim report (Annex V) Financial interim report (Annex V) Forecast and interim payment request (Annex IV) Supporting documents Statement (Annex VI)	01/09/2023- 31/08/2024	October 31, 2024
Interim Report	Narrative interim report (Annex V) Financial interim report (Annex V) Forecast and interim payment request (Annex IV) Supporting documents Statement (Annex VI)	01/09/2024- 30/09/2025	November 30, 2025
Final Report	Final narrative report (Annex VIII) Final Financial Report (Annex V) Supporting documents Statement (Annex VI)	01/10/2025- 31/07/2026	September 30, 2026

7.2.3 By derogation to Article 15.1 (i), (ii) of the Annex II the amount of pre-financing for each year should be calculated as following:

- First instalment for period from 01/09/2023 to 31/01/2025, and in accordance with Article 15.3 of Annex II, will be paid based on the signed Contract.
- Second instalment for period from 01/10/2025 to 31/07/2026, will be paid based on this signed Addendum of the Contract.
- Third instalment for period from 01/02/2025 to 30/09/2025, will be based on the payment request amount accompanied with the Interim Report.

7.2.4 By way of derogation from Article 15.2 of Annex II, in all cases the coordinator shall submit the Final Report to the contracting authority no later than 2 months after the end of implementation period as defined in Article 2 of the special conditions.

All other terms and conditions of the contract remain unchanged. This addendum shall enter into force on the later date of signature by the parties.

Done in English in two originals: one original being for the Contracting Authority and one original being for the Beneficiary.

For the Beneficiary

Name Petra Vlachová
Title Deputy Director
Signature
Date 16.6.2025

For the Contracting authority

Name Rasa Suraučienė
Title Deputy Director
Signature
Date 21.7.2025

1. Budget for the Action¹

Costs	All Years				Year 1 ² (01/09/2023 - 31/01/2025)				01/10/2025-31/07/2026 (for 2 nd initial pre-financing after Addendum No. 2)			
	Unit ¹³	# of units	Unit value (in EUR)	Total Cost (in EUR) ³	Unit	# of units	Unit value (in EUR)	Total Cost (in EUR)	Unit	# of units	Unit value (in EUR)	Total Cost (in EUR)
1. Human Resources												
Subtotal Human Resources				0				0				0
2. Travel⁶												
Subtotal Travel				0				0				0
3. Equipment and supplies⁷												
Subtotal Equipment and supplies				0				0				0
4. Project office¹⁴												
Subtotal Project office				0				0				0
5. Other costs, services⁸												
Subtotal Other costs, services				0				0				0
6. Other												
6.1. Student Scholarship Schemes												
6.1.1 Costs of living scholarships				168 750				102 250				33 250
6.1.1.1. Grants EU member states (management)	Yearly	29	250	9 000	Yearly	22	250	5 500	Yearly	7	250	1 750
6.1.1.1.1 Grants EU member states (management) 2023/2024	Yearly	15	250	3 750	Yearly	15	250	3 750				0
6.1.1.1.2 Grants EU member states (management) 2024/2025	Yearly	14	250	3 500	Yearly	7	250	1 750				0
6.1.1.1.3 Grants EU member states (management) 2025/2026	Yearly	7	250	1 750					Yearly	7	250	1 750
6.1.1.2. Individual support grant for students (living costs)	Monthly	355	450	159 750	Monthly	215	450	96 750	Monthly	70	450	31 500
6.1.1.2.1 Individual support grant for students (living costs) 2023/2024	Monthly	145	450	65 250	Monthly	145	450	65 250				0
6.1.1.2.2 Individual support grant for students (living costs) 2024/2025	Monthly	140	450	63 000	Monthly	70	450	31 500				0
6.1.1.2.3 Individual support grant for students (living costs) 2025/2026	Monthly	70	450	31 500					Monthly	70	450	31 500
Subtotal Other				168 750				102 250				33 250
7. Subtotal direct eligible costs of the Action (1-6)				168 750				102 250				33 250
8. Indirect costs (maximum 7% of 7, subtotal of direct eligible costs of the Action)												
9. Total eligible costs of the Action, excluding reserve and volunteers' work (7+ 8)				168 750				102 250				33 250
10.1 Provision for contingency reserve (maximum 5% of 7 'Subtotal of direct eligible costs of the Action')												
10.2 Volunteers' work¹⁵	Per day				Per day				Per day			
11. Total eligible costs (9+10)				168 750				102 250				33 250
12. - Taxes¹¹												
13. Total accepted¹¹ costs of the Action (11+12)				168 750				102 250				33 250

1. The description of items must be sufficiently detailed and all items broken down into their main components. The number of units and the unit value must be specified for each item depending on the

2. This section must be completed if the Action is to be implemented over more than one reporting period (usually 12 months).

3. The budget may be established in euro or in the currency of the country of the Contracting Authority. Costs and unit values are rounded to the nearest euro.

4. If staff are not working full time on the Action, the percentage should be indicated alongside the description of the item and reflected in the number of units (not the unit value).

5. Indicate the country where the per diems are incurred.

Per diems are not considered a simplified cost option for the purposes of Union financing when the Grant Beneficiary reimburses a fixed amount to its staff according to its internal rules and asks for the reimbursement of that same amount in the action budget. Such per diems are considered to be an actual cost.

Otherwise, if the Beneficiary proposes a reimbursement on the basis of simplified costs option (for instance a "unit cost"), it must specify "UNIT COST per diem" in the "unit value" column and the applicable rates (in any case the final eligible cost may not exceed the rates published by the E.C. at the time of contract signature).

6. Costs for CO2 offsetting of air travel may be included. CO2 offsetting shall in that case be achieved by supporting CDM/Gold Standard projects (evidence must be included as part of the supporting documents) or through airplane company programmes when available. Indicate the place of departure and the destination. If information is not available, enter a global amount.

7. Please separate cost for purchase or rental.

8. Specify the typology of costs or services. Global amounts will not be accepted.

9. Only indicate here when fully subcontracted.

10. Communication and visibility activities should be properly planned and budgeted at each stage of the project implementation.

11. Only to be filled in when provided for in the Call for Proposal (i.e. taxes are not eligible and the beneficiary(ies) can show they cannot reclaim them). Please see glossary of terms (Annex A 1) of the

12. Only to be filled in when contributions in kind may be accepted as co-financing. The amount indicated must be identical to the one indicated in worksheet 3 "expected sources of funding". This line

13. Use "UNIT COST per flight/activity/output/kit etc..." or "LUMP SUM" or "FLAT RATE" in case of simplified cost options. Use different lines for each type of simplified cost options and per beneficiary. In worksheet 2, the methods used to determine and calculate them must be clearly described and substantiated and the Beneficiary proposing and using them must be univocally identified. (for more guidance see Annex K - Guidelines-Checklist for simplified cost options).

14. If accepted and subsequently provided for in Art. 7.1 of the Special Conditions, costs actually incurred in relation to a project office used for the action or a portion of these costs can be declared as direct eligible costs by applying a cost apportionment approach.

Examples of possible cost distribution keys are:

- the number of staff assigned to the action as a percentage of the maximum total number of staff that could work in the project office;

- the office space occupied for the purpose of the action as a percentage of the total available office space.

A description of the project office, the services or resources it makes available, its overall capacity (where applicable), the costs to be apportioned and the proposed distribution key have to be included in the proposal.

The proposed cost apportionment approach has to be presented as an annex to the Budget. The budgeted amount of the costs for which apportionment is proposed has to be indicated in the column "TOTAL COSTS" and "APPORTIONMENT" has to be indicated in the column "units". The proposed cost apportionment approach will be assessed by the evaluation committee and the contracting authority. If the proposed cost apportionment approach is not accepted, there are two options: 1) adjust the distribution key in line with the conclusions of the evaluation committee; 2) exclude the costs from the budget.

15. Include here the costs of the volunteers' work if this type of contribution in kind is allowed. Volunteers' work shall be declared as eligible cost, but set aside of the direct costs as the calculation of
NB: The Beneficiary(ies) alone is/are responsible for the correctness of the financial information provided in these tables.

2. Justification of the Budget for the Action		All Years																																																											
Costs	Clarification of the budget items Provide a narrative clarification of each budget item demonstrating the necessity of the costs and how they	Justification of the estimated costs Provide a justification of the calculation of the estimated costs. Note that the estimation should be based on real costs or on simplified cost options if allowed, as described in section 2.1.5 of the Guidelines for Grants Applicants																																																											
1. Human Resources (1)																																																													
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6.1. Student Scholarship Schemes																																																													
6.1.1 Costs of living scholarships	Budgeted amount is based on unit costs, set in Erasmus+.	Amount of grant will be counted according number of students and type of costs using unit cost set in Erasmus +. Grant contracts are foreseen for each country that would take part in education of students. Total amount of grants 125 875,00 Eur. The documents proving that result is achieved should be submitted. <table><tr><th>Costs</th><th>Unit cost</th><th># of units</th><th>Unit value</th><th>Costs</th></tr><tr><td>6.1.1.1 Grants EU member states (management)</td><td>Yearly</td><td>36,0</td><td>250,00</td><td>9 000,00</td></tr><tr><td>6.1.1.1.1 Grants EU member states (management) 2023/2024</td><td>Yearly</td><td>15,0</td><td>250,00</td><td>3 750,00</td></tr><tr><td>6.1.1.1.2 Grants EU member states (management) 2024/2025</td><td>Yearly</td><td>14,0</td><td>250,00</td><td>3 500,00</td></tr><tr><td>6.1.1.1.3 Grants EU member states (management) 2025/2026</td><td>Yearly</td><td>7,0</td><td>250,00</td><td>1 750,00</td></tr><tr><td colspan="5">Unit costs are set according ERASMUS + and reduced from 400,00 Eur to 250,00 Eur per student for 1 year (rates are set by National Agency in Lithuania for 2021). Amount will cover management of students. Amount covered is based on the number of participants. It is foreseen that number of students will not exceed 100 students per 1 EU MS Contact point. If the number of students will be beyond the 100, unit cost would be 200 EUR per each additional participant starting from 101.</td></tr><tr><td>6.1.1.2. Individual support grant for students (living costs)</td><td>Monthly</td><td>355,00</td><td>450,00</td><td>159 750,00</td></tr><tr><td>6.1.1.2.1 Individual support grant for students (living costs) 2023/2024</td><td>Monthly</td><td>145,00</td><td>450,00</td><td>65 250,00</td></tr><tr><td>6.1.1.2.2 Individual support grant for students (living costs) 2024/2025</td><td>Monthly</td><td>140,00</td><td>450,00</td><td>63 000,00</td></tr><tr><td>6.1.1.2.3 Individual support grant for students (living costs) 2025/2026</td><td>Monthly</td><td>70,00</td><td>450,00</td><td>31 500,00</td></tr><tr><td colspan="5">Unit costs are set according ERASMUS+. It is an individual support grant as a contribution to their additional costs for travel and subsistence related to the period of study or traineeship abroad. The lowest unit cost foreseen for Erasmus+ Program countries set by National Agency in Lithuania for 2021 (450.00 Eur rate) is applied per month. Amount covered is based on the number of participants and quantity of month.</td></tr></table>					Costs	Unit cost	# of units	Unit value	Costs	6.1.1.1 Grants EU member states (management)	Yearly	36,0	250,00	9 000,00	6.1.1.1.1 Grants EU member states (management) 2023/2024	Yearly	15,0	250,00	3 750,00	6.1.1.1.2 Grants EU member states (management) 2024/2025	Yearly	14,0	250,00	3 500,00	6.1.1.1.3 Grants EU member states (management) 2025/2026	Yearly	7,0	250,00	1 750,00	Unit costs are set according ERASMUS + and reduced from 400,00 Eur to 250,00 Eur per student for 1 year (rates are set by National Agency in Lithuania for 2021). Amount will cover management of students. Amount covered is based on the number of participants. It is foreseen that number of students will not exceed 100 students per 1 EU MS Contact point. If the number of students will be beyond the 100, unit cost would be 200 EUR per each additional participant starting from 101.					6.1.1.2. Individual support grant for students (living costs)	Monthly	355,00	450,00	159 750,00	6.1.1.2.1 Individual support grant for students (living costs) 2023/2024	Monthly	145,00	450,00	65 250,00	6.1.1.2.2 Individual support grant for students (living costs) 2024/2025	Monthly	140,00	450,00	63 000,00	6.1.1.2.3 Individual support grant for students (living costs) 2025/2026	Monthly	70,00	450,00	31 500,00	Unit costs are set according ERASMUS+. It is an individual support grant as a contribution to their additional costs for travel and subsistence related to the period of study or traineeship abroad. The lowest unit cost foreseen for Erasmus+ Program countries set by National Agency in Lithuania for 2021 (450.00 Eur rate) is applied per month. Amount covered is based on the number of participants and quantity of month.				
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3. Expected sources of funding & summary of estimated costs¹

		Amount	Percentage
		EUR	%
Expected sources of funding			
EU/EDF contribution sought in this application (A)		168750	
CO-FINANCING (1+2+3+4) (B)		0	
1. Other contributions (Applicant, other Donors etc)			
<i>Name</i>	<i>Conditions</i>		
2. Revenue from the Action ⁶			
To be inserted if applicable and allowed by the guidelines:			
3. In-kind contributions ⁷			
4. Volunteers' work ⁸			
Expected TOTAL CONTRIBUTIONS (A)+(B)		168750	
Estimated Costs			
Estimated TOTAL ELIGIBLE COSTS ² (C)		168750	
EU/EDF contribution expressed as a percentage of total eligible costs ⁴ (A/C x 100)			100,00%
To be inserted if applicable and allowed by the guidelines:			
Taxes/In-kind contributions ⁵		0	
Estimated TOTAL ACCEPTED COSTS ³ (D)		168750,00	
EU/EDF contribution expressed as a percentage of total accepted costs ⁴ (A/D x 100)			100,00%

ANNEX VIII

FINAL NARRATIVE REPORT

- This report must be completed and signed by the contact person of the coordinator.
- The information provided below must correspond to the financial information that appears in the financial report.
- Please expand the paragraphs as necessary.
- **Please refer to the special conditions of your grant contract and send one copy of the report to each address mentioned.**
- The contracting authority will reject any incomplete or badly completed reports.
- Unless otherwise specified, the answer to all questions must cover the reporting period as specified in point 1.6.

List of acronyms used in the report

1. Description

- 1.1. Name of coordinator of the grant contract:
- 1.2. Name and title of the contact person:
- 1.3. Name of beneficiary(ies) and affiliated entity(ies) in the action:
- 1.4. Title of the action:
- 1.5. Contract number:
- 1.6. Start date and end date of the action:
- 1.7. Target country(ies) or region(s):
- 1.8. Final beneficiaries &/or target groups¹ (if different) (including numbers of women and men):

¹ 'Target groups' are the groups/entities who will be directly positively affected by the project at the project purpose level, and 'final beneficiaries' are those who will benefit from the project in the long term at the level of the society or sector at large.

2. Assessment of the implementation of action activities and its results

2.1. Executive summary of the action

Please provide a general overview of the action's implementation during the reporting period, followed by an overall summary of the action's implementation throughout the entire duration of the project.

2.2. Results and activities

Please complete the table below with key information to assess the progress of the action:

No.	Student's name and surname	University	Field of studies	Bachelor or Master studies	Score average of exams taken during the last academic year	Studies completed (YES/NO)
1.						
2.						
Etc.						

In case of underperformance, please explain the reasons and the corrective measures.

Please explain any problems (e.g. delay, cancellation, postponement of activities) which have arisen and how they have been addressed> (if applicable).

- 2.3. Explain how the action has mainstreamed cross-cutting issues such as promotion of human rights,² gender equality,³ democracy, good governance, children's rights and indigenous peoples, environmental sustainability⁴ and combating HIV/AIDS (if there is a strong prevalence in the target country/region)⁵.
- 2.4. How and by whom have the activities been monitored/evaluated? Please summarise the results of the feedback received from the beneficiaries and others.
- 2.5. What has your organisation or any actor involved in the action learned from the action and how has this learning been utilised and disseminated?
- 2.6. Where relevant, include any update to the self-evaluation questionnaire on SEA-H and related list of measures undertaken to improve the SEA-H policy within the organisation.

3. Beneficiaries/affiliated entities, trainees and relations with Government/other cooperation

² Including those of people with disabilities. For more information, see 'Guidance note on disability and development' at <https://europa.eu/capacity4dev/disability-and-development-network/dashboard>

³ <https://europa.eu/capacity4dev/results-and-indicators/gender-equality>

⁴ Guidelines for environmental integration are available at: <https://europa.eu/capacity4dev/public-environment-climate/documents/environmental-integration-handbook-ec-development-co-operation-0>

⁵ Please refer to EC Guidelines on gender equality, disabilities, etc.

<Contract number>

<Start date and end date of the reporting period>

- 3.1. Where applicable, describe your relationship with any other organizations involved in implementing the action, including third parties such as universities, higher education institutions, etc.
- 3.2. Where applicable, outline any links and synergies you have developed with other actions.
- 3.3. If your organisation has received previous EU grants in view of strengthening the same target group, in how far has this action been able to build upon/complement the previous one(s)? (List all previous relevant EU grants).
- 3.4. How do you evaluate cooperation with the services of the contracting authority?

4. Visibility

How is the visibility of the EU contribution being ensured in the action?

The European Commission may wish to publicise the results (impact, outcomes, outputs) of actions. Do you have any objection to this report being published on the EuropeAid website? If so, please state your objections here.

5. Location of records, accounting and supporting documents

Please indicate in a table the location of records, accounting and supporting documents for each beneficiary and affiliated entity entitled to incur costs.

The European Commission may wish to publicise the results of actions. Do you have any objection to this report being published on the website of DG International Partnerships? If so, please state your objections here.

Name of the contact person for the action:

Signature:Location:

Date report due:Date report sent: