

**AGREEMENT BETWEEN PARTNERS AND PARTNER ORGANISATIONS IN  
PARTNERSHIP PROJECTS**

**ERASMUS+**

**Československá akademie obchodní, střední odborná školy, Praha 2, Resslova 5,  
OID E10111963**

Address: Resslova 5, Praha 2, Czech Republic  
ID No.: 61386138

Called hereafter "the Coordinator", represented for the purposes of signature of this agreement by [REDACTED] on one part,

and

**IT V. Bachelet, Ferrara, OID E10158584**

Address: Via R. Bovelli 7-13 44121 Ferrara  
ID No.: 934328833

represented for the purposes of signature of this agreement by [REDACTED]

on the other part, called hereafter individually "the Beneficiary"

have agreed on the Special Conditions and the Annex below which form an integral part of this agreement ("the agreement"):

Annex no. 1 – Relevant Provisions of the General Conditions  
Annex no. 2 – The Budget of the Beneficiary and the Milestones

## SPECIAL CONDITIONS

### ARTICLE 1 – SUBJECT MATTER OF THE AGREEMENT

- 1.1 This Agreement sets out the rights and obligations and terms and conditions applicable to the cooperation between the Coordinator and the Beneficiary regarding the grant awarded to by the National Agency for the implementation of the following project based on the grant agreement executed between the National Agency the Coordinator and the Beneficiary (hereinafter the “**Grant Agreement**” and the “**Project**”):

Project number: **2023-1-CZ01-KA210-VET-000152172**

Project title: Teaching sustainability in marketing

National Agency: Dům zahraniční spolupráce

Start and end date of the Project cycle: 18.09.2023-17.9.2025

Total grant awarded: 60 000 EUR

- 1.2 The Beneficiary hereby does declare to have got fully acquainted with the content of the Grant Agreement including the annexes thereto and agree to proceed with the implementation of the Project in compliance with the rules stated in the Grant Agreement and in full cooperation with the Coordinator. For the avoidance of doubt the Beneficiary hereby do further declare to be bound by the obligations arising from the Grant Agreement applicable to the Beneficiary.

### ARTICLE 2 – RIGHTS AND RESPONSIBILITIES OF THE PARTIES

- 2.1 The Coordinator and the Beneficiary shall provide each other with such cooperation as may be fairly required for the proper implementation of the Project and the fulfilment of the obligations arising from the Grant Agreement. Should any amendment to the Grant Agreement be subsequently executed, the Coordinator shall present such amendment to the Beneficiary without undue delay.
- 2.2 The Beneficiary shall inform the Coordinator without undue delay of any occurrence, situation or information concerning the implementation of the Project or which may affect the due and proper performance of any of the obligations of the Beneficiary.
- 2.3 For the purpose of the implementation of the Project, proper Project management and smooth communication the Parties hereby appoint the following contact persons on behalf of each of the Parties:

The contact person for the Coordinator is:

[REDACTED]  
In case the contact person is unavailable, the Beneficiaries should reach out to  
[REDACTED]

The contact person for the Beneficiary is:

[REDACTED]  
In case the contact person is unavailable, the Beneficiaries should reach out to  
[REDACTED]

- 2.4 The Beneficiary shall provide the Coordinator with all the necessary collaboration not only with respect to the implementation of the Project and the tasks assigned but regarding the proper fulfilment of reporting obligations as well. The Beneficiary shall properly keep all documents and reports necessary for the fulfilment of the record-keeping obligations arising from the Grant Agreement, archive all pertinent documents for the duration of the period prescribed by the Grant Agreement and provide access to all Project-related documentation and accounts to the Coordinator and/or to the National Agency or the authorized mandatory thereof in order to allow the performance of any check, control or audit procedure as may be required thereby based on the Grant Agreement.
- 2.5 Each Party hereby undertakes to meet the Milestones stipulated in Annex no. 2 hereto. The Coordinator shall be entitled to control the fulfilment of the milestones. Should a Party fail to meet a milestone, such event may constitute a breach of this agreement and/or the Grant Agreement and may give rise to the imposition of a sanction or the occurrence of related negative consequences to the respective Party or the consortium as a whole.
- 2.6 The Coordinator shall be responsible for entering of all relevant data pertaining to the Project in the on-line tool - Beneficiary Module.
- 2.7 The Parties undertake to ensure sufficient staff capacity for the proper implementation of the Project.

#### ARTICLE 3 – PAYMENT AND FINANCIAL ARRANGEMENTS

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- 3.1 The Parties shall use the following bank accounts in the course of the implementation of the Project:
- The Coordinator: IBAN: CZ4960000000002001900018  
SWIFT: PMBPCZPPXXX
  - The Beneficiary: IBAN: IT68Y0623013000000040501666  
SWIFT: CRPPIT2PXXX
- 3.2 All payments between the Parties related to the Project shall be made in EUR. If payments are to be made in a currency other than the currency, in which the grant was awarded as stipulated in the Grant Agreement, the exchange rate stipulated by the European Central Bank as of the day of the respective payment shall apply.
- 3.3 The maximum grant amount as stipulated by the Grant Agreement shall be split between the Parties as follows:
- The Coordinator: 36, 074 EURO
  - The Beneficiary: 23, 926 EURO

The Parties hereby acknowledge that the aforementioned amounts present maximum amounts and the final calculation of the grant amount is dependent on the due and timely fulfilment of all of the obligations arising from the Grant Agreement.

- 3.4 The individual payments payable during the duration of the Project shall be distributed to the Beneficiary by the Coordinator (supposed the Coordinator will have received the respective pre-financing payment from the National Agency) within the deadlines stipulated below under the condition of a proper implementation of the Project in accordance with the Milestones and Distribution of Tasks stipulated in Annex no. 2. The Coordinator reserves the right to suspend the payments to the Beneficiary should such Beneficiary act in breach of this agreement, the Grant Agreement, Erasmus+ documentation and/or the applicable legal regulations (or if there is a reasonable and documented suspicion that such situation is likely to arise) including but not limited to a default with meeting a set milestone.
- 3.5 The parties hereby do acknowledge that the individual payments present advance payments, which remain the property of the National Agency until the provision of the final payment following the completion of the Project.
- 3.6 The Beneficiary does acknowledge that costs not recognized as eligible by the National Agency will not be reimbursed. At the same time, the Beneficiary is responsible for the use of funds in accordance with the Grant Agreement, the Erasmus+ documentation, this agreement and the applicable legal regulations. Should a failure of a Party lead to a grant reduction, such Party shall bear the costs in the amount of the reduction and shall reimburse other Parties for the associated loss.
- 3.7 The Coordinator shall keep track of all Project expenditures and should also have copies of all relevant documents regarding the Project from the Beneficiary. The Beneficiary shall provide the Coordinator therewith upon request of the Coordinator or as stipulated in this agreement including the Annexes hereto (e.g. if the meeting of a milestone is to be proven by the provision of a respective document).

#### ARTICLE 4 – TERMINATION OF THE PARTICIPATION IN THE PROJECT

- 4.1 The Coordinator shall have the right to terminate the participation of the Beneficiary in the Project by a written notice should the Beneficiary breach this agreement, the Grant Agreement, Erasmus+ documentation or the applicable legal regulations gravely or repeatedly and should it not redress such breach within a period of 30 days as of the delivery of a reminder to the contact person of the Beneficiary, which may be delivered by e-mail. Should, however, the breach be of such serious nature that the abidance by the aforementioned period may imperil the financial interests of the European Union, the period shall not apply. A breach may consist e.g. in poor communication with the Coordinator in the course of the Project, underperformance of the Project activities, failure to present transparent records regarding its Project activities or a default with the provision of requested cooperation or information. With effect upon delivery of the notice the provision of a payment to the Beneficiary shall be suspended. The Coordinator shall without undue delay undertake the steps stipulated in the Grant Agreement towards the National Agency in order to terminate the participation of the Beneficiary in the Project.
- 4.2 The Beneficiary shall be entitled to ask the Coordinator for a termination of the participation of the Beneficiary in the project should the occurrence of a serious situation on the part of the Beneficiary significantly limit the ability of the Beneficiary to fulfil the tasks assigned thereto in the course of the Project. Should the Coordinator consider the reasoning of the Beneficiary sufficient, it shall without undue delay undertake the steps

stipulated in the Grant Agreement towards the National Agency in order to terminate the participation of the Beneficiary in the Project.

- 4.3 Should the Coordinator breach this agreement, the Grant Agreement, Erasmus+ documentation or the applicable legal regulations gravely or repeatedly and should it not redress such breach within a period of 30 days as of the delivery of a reminder to the contact person of the Beneficiary, which may be delivered by e-mail, the Beneficiary may decide on the termination of the participation of the Coordinator in the Project by a written notice. Should, however, the breach be of such serious nature that the abidance by the aforementioned period may imperil the financial interests of the European Union, the period shall not apply. A breach may consist e.g. in poor communication with the Coordinator in the course of the Project, underperformance of the Project activities vested in the Coordinator or a default with the provision of requested cooperation or information. Upon decision of the Beneficiary on the termination of the participation of the Coordinator in the Project the Beneficiary shall without undue delay undertake the steps stipulated in the Grant Agreement towards the National Agency in order to terminate the participation of the Coordinator in the Project.
- 4.4 The termination of the participation of a Party in the Project shall not be construed as to relieve such Party of the obligations related to the prior participation thereof. The terminated party shall provide any cooperation, which may be reasonably requested for the fulfilment of the duties arising from the Grant Agreement, e.g. draft a technical report, provide evidence of the use of the respective funds, return of the unused funds etc. Should the terminated party fail to do so, it shall be obliged to return to the Coordinator all funds received in the course of the Project.
- 4.5 Should an unexpected and insurmountable situation arise, that would put in danger the fulfilment of the Project targets, the Parties may unanimously decide on the termination of the Project as a whole. Each Party shall bear the costs of such decision proportionally to the projected participation thereof in the Project.

#### ARTICLE 5 – THE CONTRACT REGISTER

- 5.1 Should either Party present a person with a duty to file this agreement with the Contract Register of the Czech Republic, such Party shall do so within the statutory period. For this purpose the Parties hereby acknowledge that this agreement does not contain any trade secret or other information, which shall not be made publicly available.

#### ARTICLE 6 – PROCESSING OF PERSONAL DATA

- 6.1 The Parties shall provide the persons participating in the Project activities with a relevant statement on the processing of their personal data in connection with the participation thereof in the Project prior to the registration of their personal data within the electronic systems for the management of projects in the Erasmus+ programme in accordance with the applicable legal regulations, in particular the Regulation (EU) 2018/1725 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data by the EU institutions and bodies and on the free movement of such data.

#### ARTICLE 8 – APPLICABLE LAW



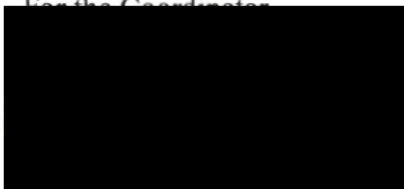
- 8.1 This agreement shall be governed by the laws of the Czech Republic.
- 8.2 Should any disputes arise between the Parties in connection with this agreement or the implementation of the Project, the Parties shall exert their best efforts to resolve such disputes amicably. Should they fail to do so, the Parties do hereby agree on the jurisdiction of the courts of the Czech Republic so that the case shall be heard and decided by the appropriate court exercising authority over the district, in which the registered office of the Coordinator is situated.

#### ARTICLE 9 – ENTRY INTO FORCE

- 9.1 This agreement shall enter into force on the date of the execution hereof by the last of the contracting parties. Should it be obligatory for either Party to file this agreement with the Contract Register of the Czech Republic, this agreement shall become effective upon the publishing thereof in the Contract Register; otherwise this agreement shall become effective upon signature of the last Party.

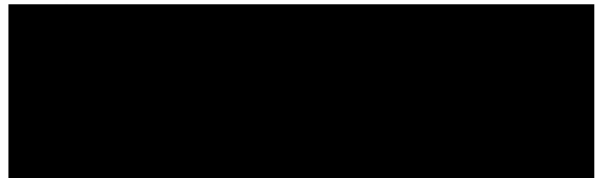
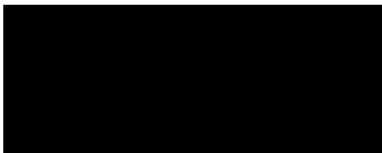
#### SIGNATURES

For the Coordinator



Done at

*Praha, 24. 11. 2023*



Done at



**Annex no. I**  
**GENERAL CONDITIONS**

**Article 1: Liability**

Each Party of this agreement shall exonerate the other from any civil liability for damages suffered by them or their staff as a result of performance of this agreement, provided such damages are not the result of serious and deliberate misconduct on the part of the other Party or their staff.

The National Agency of the Czech Republic, the European Commission or their staff shall not be held liable in the event of a claim under the agreement relating to any damage caused during the execution of the activity. Consequently, the National Agency of the Czech Republic or the European Commission shall not entertain any request for indemnity of reimbursement accompanying such claim.

**Article 2: Data Protection**

All personal data contained in the agreement shall be processed in accordance with Regulation (EU) 2018/1725 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data by the EU institutions and bodies and on the free movement of such data. Such data shall be processed solely in connection with the implementation and follow-up of the agreement by the organisation, the National Agency and the European Commission, without prejudice to the possibility of passing the data to the bodies responsible for inspection and audit in accordance with EU legislation (Court of Auditors or European Antifraud Office (OLAF)).

The participant may, on written request, gain access to his personal data and correct any information that is inaccurate or incomplete. He/she should address any questions regarding the processing of his/her personal data to the organisation and/or the National Agency. The participant may lodge a complaint against the processing of his personal data to the European Data Protection Supervisor with regard to the use of the data by the European Commission.

**Article 3: Checks and Audits**

The Parties of the agreement undertake to provide any detailed information requested by the European Commission, the National Agency of the Czech Republic or by any other outside body authorised by the European Commission or the National Agency of Italy to check that the Project and the provisions of the agreement are being/ have been properly implemented.

**Annex no. II**

**BUDGET OF THE BENEFICIARY AND MILESTONES**

**PAYMENTS TO THE BENEFICIARY IN ACCORDANCE WITH  
THE PROJECT ACTIVITIES AND DEADLINES**

<b>ACTIVITY TITLE</b>	<b>ACTIVITY START DATE – END DATE</b>	<b>FINANCING PAYMENT (EURO)</b>	<b>PAYMENT DEADLINE</b>
Analysis of the market	18/10 - 17/12/2023	1300	30/11/2023
Sharing reports	10/01 - 29/02/2024	800	15/01/2024
Marketing strategy	18/03 - 15/05/2024	845	30/03/2024
Meeting in Prague	07/10 – 12/10/2024	15,700	30/04/2024
Marketing strategy	14/10 – 29/11/2024	845	30/10/2024
Final meeting and evaluation	13/01 – 16/01/2025	445	15/01/2025
Follow-up activities	01/03 – 31/05/2025	3991	20/01/2026

**MILESTONES**

<b>ACTIVITY TITLE</b>	<b>ACTIVITY START DATE – END DATE</b>
Preparatory stage	15/09-23/11/2023
Analysis of the markets	18/10-17/12/2023
Sharing reports	10/01-29/02/2024
Meeting in Ferrara	11/03-16/03/2024
Marketing strategy	18/03-15/05/2024
Meeting in Prague	07/10-12/10/2024
Marketing strategy	14/10-29/11/2024
Final meeting and evaluation	13/01-16/01/2025
Follow-up activities	01/03-31/05/2025