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PARTNERSHIP AGREEMENT

CONCERNING COOPERATION PARTNERSHIP PROJECT

Under the Erasmus+: the Union Programme for education and training, youth and sport¹

AGREEMENT No: 2023-1-CZ01-KA220-HED-000161134 – Partner UK

Jihočeská univerzita v Českých Budějovicích, Identification No OID E10208936, Branišovská 1645/31a - 370 05 České Budějovice - Czech Republic, hereinafter referred to as “**the Coordinator**”, represented by its rector,

on the one part,

and

Universidad Pública de Navarra, Identification No OID E10209047, Campus de Arrosadia - 31006, Pamplona - Spain, hereinafter referred to as “**the Partner**”, represented by its Vice-Rector of Internationalisation and Cooperation,

on the other part,

both together referred to as “**the Parties**”,

HAVE AGREED

to implement the project “**Teachers of English for a Future Europe – Putting the Internationalisation of Teaching Practice into Action**“ under the Erasmus+ Programme, Key Action 2: Cooperation Partnerships, hereinafter referred to as “**the Project**”, as follows:

¹ Regulation (EU) 2021/817 of the European Parliament and of the Council of 20 May 2021 establishing Erasmus+ the Union Programme for education and training, youth and sport and repealing Regulation (EU) No 1288/2013.



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Article 1 – Subject matter

- 1.1. Having regard to the provisions of Regulation (EU) 2021/817 of the European Parliament and of the Council of 20 May 2021 establishing Erasmus+: the Union Programme for education and training, youth and sport, the **Coordinator** and the **Partner** commit themselves to carrying out **implementation of the Project** coming under the Agreement **No 2023-1-CZ01-KA220-HED-000161134**, hereinafter referred to as Grant Agreement, concluded on 19 September 2023 between the **Coordinator** and the Czech National Agency for International Education and Research, hereinafter referred to as “**National Agency**”.
- 1.2. This agreement shall regulate relations between the Parties, and their respective rights and obligations with regard to their participation in the Project under the Grant Agreement concluded between the **National Agency** and the **Coordinator**.
- 1.3. The maximum grant amount of the Project for the contractual period referred to by the Grant Agreement is **250 000,-EUR**.
- 1.4. The final financial contribution shall depend on the evaluation of the quality of the results of the Project pursuant to the contractual provisions of the Grant Agreement, but shall, under no circumstances, give rise to a profit during the project implementation.
- 1.5. With the signature of this Agreement, the **Coordinator** and the **Partner** accept the grant and agree to implement the Project, acting on their own responsibility.

Article 2 – Duration

- 2.1. The duration of the Project is **36 months**. It starts on **01/09/2023** and ends on **31/08/2026**.
- 2.2. This Agreement enters into force on the date of signature by the last of both Parties to the Agreement and terminates five years after the date of the payment of the balance by the **Coordinator** to the **Partner**.
- 2.3. The period of eligibility of the costs starts on **01/09/2023** and finishes on **31/08/2026**.

Article 3 – Responsibilities and Rights of the parties

- 3.1. The **Coordinator** and the **Partner** 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 **Partner** without undue delay.



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- 3.2. The **Partner** 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.
- 3.3 The Parties hereby agree to follow the Project's schedule as stipulated in **Annex no. 1** to this Agreement.
- 3.4 The Parties undertake to ensure sufficient staff capacity for the proper implementation of the Project.
- 3.5 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 alternative contact person is

[REDACTED]

- The contact person for the **Partner** is:

[REDACTED]

In case the contact person is unavailable, the alternative contact person is

[REDACTED]

Article 4 – Obligations of the Coordinator

The **Coordinator** shall undertake:

- 4.1. to take all the steps necessary to prepare for, perform and correctly manage the Project in accordance with the objectives of the Project as set out in the Agreement No **2023-1-CZ01-KA220-HED-000161134** concluded between the **National Agency** and the **Coordinator**;
- 4.2. to comply with all the provisions of the Grant Agreement binding the **Coordinator** to the **National Agency**;
- 4.3. to enter on time of all relevant data pertaining to the Project in the on-line tool – Beneficiary Module;
- 4.4. to send to the **Partner** on his demand a copy of various reports and of any other official document concerning the Project;
- 4.5. to carry out the payments to the **Partner** in accordance with this Agreement, the Grant Agreement, Erasmus+ documentation and/or the applicable legal regulations

Article 5 – Obligations of the Partner



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The **Partner** shall undertake:

- 5.1. to take all the steps necessary to prepare for, perform and correctly manage the Project in accordance with the objectives of the Project as set out in the Agreement No **2023-1-CZ01-KA220-HED-000161134** concluded between the **National Agency** and the **Coordinator**;
- 5.2. to comply with all the provisions of the Grant Agreement binding the **Coordinator** to the **National Agency**;
- 5.3. to communicate to the **Coordinator** any information or document required by the latter that is necessary for the management of the Project;
- 5.4. to accept responsibility for all information communicated to the **Coordinator**, including details of costs claimed and, where appropriate, ineligible expenses;
- 5.5. make proper use of the funds sent by the **Coordinator** in accordance with this Agreement, the Grant Agreement, Erasmus+ documentation and/or the applicable legal regulations

Article 6 – Financial Arrangements

- 6.1. The total costs allocated to the **Partner** for the period covered by the Project is estimated at **42 164,-EUR**.
- 6.2. The grant shall take the form of contributions claimed for the implemented work packages actually realised in accordance with the following provisions:
 - (a) eligible contributions as specified in Article 6 of the Grant Agreement;
 - (b) financial rules as specified in Article 22 of the Grant Agreement;
 - (c) estimated **Partner's budget** as specified in **Annex no. 1** of this Agreement.
- 6.3. All payments shall be regarded as **advances** pending explicit approval by the **National Agency** of the final report, the corresponding cost statement and the quality of the results of the project. The final payment shall constitute the payment of the amount necessary to balance revenue and expenditure.
- 6.4. The **Coordinator** commits itself to carrying out payments relating to the subject matter of this Agreement to the **Partner** according to the fulfilment of the **tasks** described in and according to the **schedule** specified in **Annex no. 1** of this Agreement.
- 6.5. The **Coordinator** commits itself to pay the **Partner** following the provision of requested **quarterly reports, timesheets** and all other necessary documents.
- 6.6. Regarding the organization of the Intensive Staff Training event, the **Partner** agrees with the principle of the **subsistence** funds to be allocated to the host organization who will deliver the event.



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- 6.7. The **Coordinator** reserves the right to suspend the payments to the **Partner** in breach of this Agreement, the Grant Agreement, Erasmus+ documentation and/or the applicable legal regulations.
- 6.8. The **Partner** acknowledges that costs not recognized as eligible by the **National Agency** will not be reimbursed. Should a failure of the **Partner** lead to a grant reduction, the **Partner** shall bear the costs in the amount of the reduction and shall reimburse the **Coordinator** for the associated loss.
- 6.9. The **Partner** with surplus funds, which would likely not be used up within the Project period, shall be obliged to inform the **Coordinator** of such situation without undue delay. The **Coordinator** shall have the right to request the **Partner** to transfer the surplus funds back to the bank account of the **Coordinator**.

Article 7 – Bank account

Name of the Bank: CaixaBank, S.A.

Address of the Bank: Avda. Carlos III 8, 31002 Pamplona

Account holder: Universidad Pública de Navarra CIF nº Q3150012G

Account number: 2100 9161 4922 0003 6068

IBAN code: ES26 2100 9161 4922 0003 6068

Article 8 – Reports

- 8.1. The **Partner** shall provide the **Coordinator** with any information and document required for the preparation of the interim reports, including confirmation that the individual is formally employed by the institution to work on the project, supported by timesheets and confirmation that they were paid the appropriate remuneration according to the project application, and, where appropriate, with copies of all the necessary supporting documents completed and signed by the legal representative by 28.02.2025 at the latest for the first interim report and by 30.11.2025 at the latest for the second interim report.
- 8.2. The **Partner** shall provide the **Coordinator** with any information and documents required for the preparation of the final report, including confirmation that the individual is formally employed by the institution to work on the project, supported by timesheets and confirmation that they were paid the appropriate remuneration according to the project application, and, where appropriate, with copies of all the necessary supporting documents completed and signed by a duly authorized representative by 31.08.2026 at the latest.
- 8.3. The required information and documentation within the Project shall be provided in English.



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Article 9 – Monitoring and supervision

- 9.1. The **Partner** shall provide without delay the **Coordinator** with any information that the latter may request concerning the carrying out of the Project covered by this Agreement.
- 9.2. The **Partner** shall make available to the **Coordinator** any document making it possible to check that the Project is being or has been carried out.

Article 10 – Liability

- 10.1. Each contracting party shall release the other from any civil liability in respect to damages resulting from the performance of this Agreement, suffered by itself or by its personnel, to the extent that these damages are not due to the serious or intentional negligence of the other party or its personnel.
- 10.2. The **Partner** shall protect the **National Agency**, the **Coordinator** and their personnel against any action for damages suffered by third parties, including project personnel, as a result of the performance of this Agreement, to the extent that these damages are not due to the serious or intentional negligence of the **National Agency**, the **Coordinator** or their personnel.

Article 11 – Intellectual Property Rights

Without prejudice to paragraph Article 16 of the Grant Agreement, the **Coordinator** grants the **Partner** the right to make free use of the results of the Project as it deems fit, provided it does not thereby breach its confidentiality obligations or existing industrial and intellectual property rights.

Article 12 – Jurisdiction clause

- 12.1. The law applicable to this contract shall be the law of the Czech Republic.
- 12.2. Failing amicable settlement, the Courts of the Czech Republic shall have sole competence to rule on any dispute between the Parties in respect of this contract.

Article 13 – Termination of the Agreement

- 13.1. The **Coordinator** may terminate this Agreement if the **Partner** has inadequately discharged or failed to discharge any of the contractual obligations, insofar as this is not due to *force majeure*, after notification of the **Partner** by registered letter has remained without effect for one month.
- 13.2. The **Partner** shall immediately notify the **Coordinator**, supplying all relevant information, of any event likely to prejudice the performance of this Agreement.



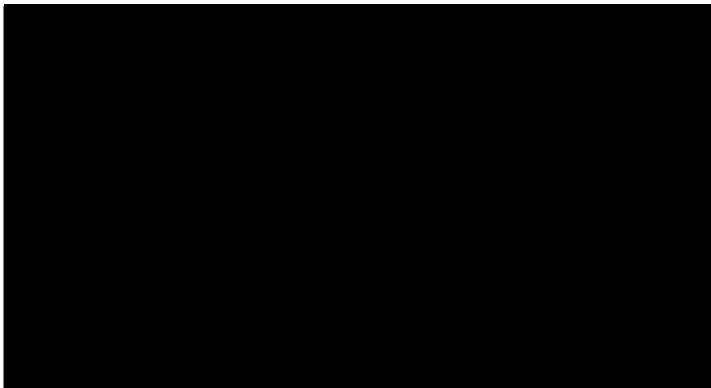
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Article 14 – Amendments or additions to the Agreement

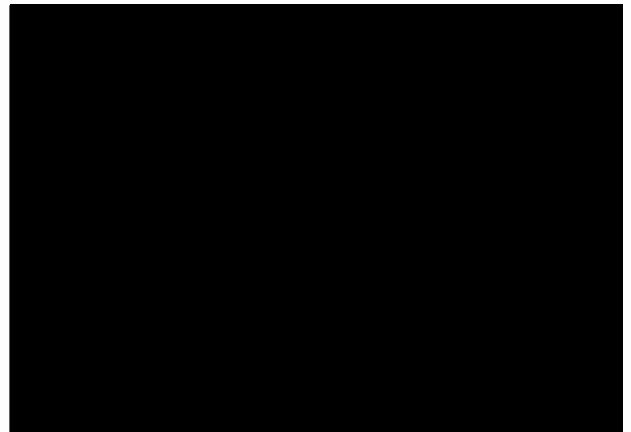
- 14.1. The amendments or additions to this Agreement may only be made by a supplementary Agreement signed on behalf of each of the Parties to the signatories to this Agreement.
- 14.2. This applies with the **exception** of transfers of funds between work packages, as well as of the changes in the amounts and calendar of payments within each work package as specified in **Annex no. 1**. These changes will be subject to the formal approval made on behalf of the Parties by the contact persons.

Annexes:

Annex no 1 Estimated Budget Scheme



prof. PhDr. Bohumil Jiroušek, Dr.
Rector



*Vice-Rector of Internationalisation
and Cooperation*

Done in České Budějovice, Czech Republic, in two copies

Project: 2023-1-CZ01-KA220-HED-000161134

Project Details

Project code	2023-1-CZ01-KA220-HED-000161134
Application form ID	KA220-HED-099C2ED9
Application submission ID	1441728
Project Title	Teachers of English for a Future Europe – Putting the Internationalisation of Teaching Practice into Action
Project Acronym	TEFE A+
Submission ID	1441728

The beneficiary will implement the project as described in the grant application with the aforementioned submission code.

Work packages

Work packages overview

Work Package ID	Work package title	Number of activities	Grant
1	PM	-	50 000,00
2	Strategic Implementation of TEFE Framework for the Internationalisation of Teaching Practice and Employability	5	96 585,00
3	Developing the TEFE A+ Collaborative Online International Learning (COIL) platform and digitising project materials and resources	3	16 960,00
4	TEFE A+ International Teaching Practice Placements	2	46 799,00
5	TEFE A+ Project Dissemination Conference and Final Evaluation Report	2	39 656,00
Total			250 000,00

Activities per work package

Work Package ID	Activity Title	Venue	Estimated start date	Estimated end date	Leading organisation	Amount allocated to activity
WP2 - Strategic Implementation of TEFE Framework for the Internationalisation of Teaching Practice and Employability	Evaluation of Work Package 2	United Kingdom	01/09/2023	31/08/2026	ASTON UNIVERSITY	4 700,00
WP2 - Strategic Implementation of TEFE Framework for the Internationalisation of Teaching Practice and Employability	Intensive Staff Training – Bratislava (IST01 Bratislava)	Slovakia	23/10/2023	27/10/2023	UNIVERZITA KOMENSKEHO V BRATISLAVE	15 885,00

Annex 1 - KA2 - Agreement Number: 2023-1-CZ01-KA220-HED-000161134

WP2 - Strategic Implementation of TEFE Framework for the Internationalisation of Teaching Practice and Employability	Intensive Staff Training – Budapest (IST02 Budapest)	Hungary	26/05/2025	30/05/2025	EOTVOS LORAND TUDOMANYEGYETEM	15 885,00
WP2 - Strategic Implementation of TEFE Framework for the Internationalisation of Teaching Practice and Employability	Intensive Staff Training – Ceske Budejovice (IST03 Ceske Budejovice)	Czech Republic	24/05/2026	29/05/2026	JIHOCESKA UNIVERZITA V CESKYCH BUDEJOVICICH	13 686,00
WP2 - Strategic Implementation of TEFE Framework for the Internationalisation of Teaching Practice and Employability	Strategic Implementation of the TEFE Framework for the Internationalisation of Teaching Practice and Employability	Germany	01/09/2023	31/08/2026	Universität Passau	46 429,00
WP3 - Developing the TEFE A+ Collaborative Online International Learning (COIL) platform and digitising project materials and resources	Development and maintenance of the Collaborative Online International Learning (COIL) platform	Spain	01/09/2023	31/08/2026	UNIVERSIDAD PUBLICA DE NAVARRA	13 385,00
WP3 - Developing the TEFE A+ Collaborative Online International Learning (COIL) platform and digitising project materials and resources	Evaluation of WP3	United Kingdom	01/09/2023	31/07/2026	ASTON UNIVERSITY	2 820,00
WP3 - Developing the TEFE A+ Collaborative Online International Learning (COIL) platform and digitising project materials and resources	Promotion and Implementation of the TEFE Charter	Spain	01/09/2023	31/08/2026	UNIVERSIDAD PUBLICA DE NAVARRA	755,00

Annex 1 - KA2 - Agreement Number: 2023-1-CZ01-KA220-HED-000161134

WP4 - TEFE A+ International Teaching Practice Placements	Evaluation of Work Package 4 and the associated methodology	United Kingdom	01/09/2023	31/07/2026	ASTON UNIVERSITY	4 700,00
WP4 - TEFE A+ International Teaching Practice Placements	Implementation of the TEFE Framework for the Internationalisation of Teaching Practice and Employability	Slovakia	01/09/2023	31/05/2026	UNIVERZITA KOMENSKÉHO V BRATISLAVE	42 099,00
WP5 - TEFE A+ Project Dissemination Conference and Final Evaluation Report	TEFE A+ Dissemination Conference	Czech Republic	28/05/2026	28/05/2026	Jihočeská univerzita v Českých Budějovicích	12 000,00
WP5 - TEFE A+ Project Dissemination Conference and Final Evaluation Report	TEFE A+ Implementation – Final Evaluation Report	United Kingdom	02/10/2023	31/08/2026	ASTON UNIVERSITY	27 656,00
Total						200 000,00

Participating Organisations

JIHOCESKA UNIVERZITA V CESKYCH BUDEJOVICICH

Organisation ID (OID)	E10208936
Latin Legal Name	JIHOCESKA UNIVERZITA V CESKYCH BUDEJOVICICH
Organisation Role	Applicant Organisation
Registration Number	60076658
Legal Form	UNKNOWN
Address	BRANISOVSKA 31A 000 370 05 CESKE BUDEJOVICE
Country	Czech Republic
VAT Number	CZ60076658
Organisation Type	Higher education institution (tertiary level)

UNIVERZITA KOMENSKEHO V BRATISLAVE

Organisation ID (OID)	E10208633
Latin Legal Name	UNIVERZITA KOMENSKEHO V BRATISLAVE
Organisation Role	Partner Organisation
Registration Number	00397865
Legal Form	UNKNOWN
Address	SAFARIKOVO NAM 6 440 814 99 BRATISLAVA
Country	Slovakia

VAT Number	SK2020845332
Organisation Type	Higher education institution (tertiary level)

Universität Passau

Organisation ID (OID)	E10208959
Latin Legal Name	Universität Passau
Organisation Role	Partner Organisation
Registration Number	
Legal Form	KÖRPERSCHAFT DES ÖFFENTLICHEN RECHTS
Address	Innstraße 41 94032 Passau
Country	Germany
VAT Number	DE811193057
Organisation Type	Higher education institution (tertiary level)

UNIVERSIDAD PUBLICA DE NAVARRA

Organisation ID (OID)	E10209047
Latin Legal Name	UNIVERSIDAD PUBLICA DE NAVARRA
Organisation Role	Partner Organisation
Registration Number	503185504
Legal Form	UNKNOWN
Address	CAMPUS DE ARROSADIA 31006 PAMPLONA

Country	Spain
VAT Number	ESQ3150012G
Organisation Type	Higher education institution (tertiary level)

ASTON UNIVERSITY

Organisation ID (OID)	E10209108
Latin Legal Name	ASTON UNIVERSITY
Organisation Role	Partner Organisation
Registration Number	not applicable
Legal Form	UNKNOWN
Address	ASTON TRIANGLE 000 B4 7ET BIRMINGHAM
Country	United Kingdom
VAT Number	GB849741973
Organisation Type	Higher education institution (tertiary level)

EOTVOS LORAND TUDOMANYEGYETEM

Organisation ID (OID)	E10209104
Latin Legal Name	EOTVOS LORAND TUDOMANYEGYETEM
Organisation Role	Partner Organisation
Registration Number	308746
Legal Form	INTEZMENY

Annex 1 - KA2 - Agreement Number: 2023-1-CZ01-KA220-HED-000161134

Address	EGYETEM TER 1-3 000 1053 BUDAPEST
Country	Hungary
VAT Number	15308744-2-41
Organisation Type	Higher education institution (tertiary level)

Distribution of the grant between participants

PROJECT_MANAGEMENT	Allocated amount
E10208936 - JIHOESKA UNIVERZITA V CESKYCH BUDEJOVICICH	14 250,00
E10208633 - UNIVERZITA KOMENSKEHO V BRATISLAVE	7 150,00
E10209047 - UNIVERSIDAD PUBLICA DE NAVARRA	7 150,00
E10209104 - EOTVOS LORAND TUDOMANYEGYETEM	7 150,00
E10208959 - Universität Passau	7 150,00
E10209108 - ASTON UNIVERSITY	7 150,00
Total	50 000,00

Strategic Implementation of TEFE Framework for the Internationalisation of Teaching Practice and Employability 2	Allocated amount
E10208936 - JIHOESKA UNIVERZITA V CESKYCH BUDEJOVICICH	21 204,00
E10208633 - UNIVERZITA KOMENSKEHO V BRATISLAVE	18 522,00
E10209108 - ASTON UNIVERSITY	7 427,00
E10208959 - Universität Passau	18 693,00
E10209104 - EOTVOS LORAND TUDOMANYEGYETEM	18 522,00
E10209047 - UNIVERSIDAD PUBLICA DE NAVARRA	12 217,00
Total	96 585,00

Developing the TEFE A+ Collaborative Online International Learning (COIL) platform and digitising project materials and resources 3	Allocated amount
E10208936 - JIHOESKA UNIVERZITA V CESKYCH BUDEJOVICICH	453,00
E10209104 - EOTVOS LORAND TUDOMANYEGYETEM	810,00
E10208633 - UNIVERZITA KOMENSKEHO V BRATISLAVE	243,00
E10209108 - ASTON UNIVERSITY	2 820,00

Annex 1 - KA2 - Agreement Number: 2023-1-CZ01-KA220-HED-000161134

E10208959 - Universität Passau	705,00
E10209047 - UNIVERSIDAD PUBLICA DE NAVARRA	11 929,00
Total	16 960,00

	Allocated amount
TEFE A+ International Teaching Practice Placements 4	
E10208936 - JIHOCESKA UNIVERZITA V CESKYCH BUDEJOVICICH	8 670,00
E10209108 - ASTON UNIVERSITY	4 700,00
E10208633 - UNIVERZITA KOMENSKEHO V BRATISLAVE	6 573,00
E10208959 - Universität Passau	13 554,00
E10209047 - UNIVERSIDAD PUBLICA DE NAVARRA	8 670,00
E10209104 - EOTVOS LORAND TUDOMANYEGYETEM	4 632,00
Total	46 799,00

	Allocated amount
TEFE A+ Project Dissemination Conference and Final Evaluation Report 5	
E10208936 - JIHOCESKA UNIVERZITA V CESKYCH BUDEJOVICICH	18 913,00
E10208959 - Universität Passau	3 502,00
E10209104 - EOTVOS LORAND TUDOMANYEGYETEM	1 154,00
E10209108 - ASTON UNIVERSITY	12 735,00
E10209047 - UNIVERSIDAD PUBLICA DE NAVARRA	2 198,00
E10208633 - UNIVERZITA KOMENSKEHO V BRATISLAVE	1 154,00
Total	39 656,00

Project Lump Sum 250 000,00

