

• **Contract on the Provision of Financial Resources
from the International Visegrad Fund's
Visegrad+ Grant No. 22410040**

(hereinafter only the "Contract")

1. CONTRACTING PARTIES

1.1 International Visegrad Fund

Address:	Hviezdoslavovo nám. 9, 811 02 Bratislava, SK
ID No.:	36060356
Bank name:	Tatra banka, a.s.
Bank seat:	Bratislava
IBAN:	SK2911000000002936000250
SWIFT/BIC:	TATRSKBX

Represented by: **Maja Wawrzyk**, Deputy Executive Director

hereinafter referred to as the "Fund"

and

1.2 Jihočeská univerzita v Českých Budějovicích

Name:	University of South Bohemia (USB)
Address:	Branišovská 1645/31a, České Budějovice, 37005, CZ
Correspondence address:	, , ,
ID No.:	60076658
Bank details:	IBAN: CZ4603000000000131975908; SWIFT/BIC: CEKOCZPP; bank name: ČSOB, a.s.; bank seat: Radlická 333/150, 15057 Praha
Registered VAT Payer:	yes

Represented by: **prof. Ing. Pavel Kozák, Ph.D.**

hereinafter referred to as the "Grantee"

1.3 The Fund and the Grantee are hereinafter jointly referred to as only "Contracting Parties".

1.4 The Contracting Parties enter into this Contract on the Provision of Financial Resources from the International Visegrad Fund under the conditions and with the subject matter stipulated below.

2. SUBJECT OF THE CONTRACT

2.1 The subject of this Contract is the definition of the conditions for the payment of financial support from the Fund to support the activities of the Grantee within the project named "**Improving soft skills for the 21st century in career counseling: Transfer of V4 experience**", on the basis of the Grantee's proposal in the application submitted via the Fund's Online System as defined below (the "Application") under serial No. **22410040** (the "Project"). To avoid any doubts, Contracting Parties declare and agree that after the Application is submitted via the Online System, it cannot be changed by either Contracting Party.

2.2 The Grantee specified the following project partners for the implementation of the Project:

Partner No. 1.

Name of the organization in its native language: Հայաստանի ազգային ագրարային համալսարան	
Name of the organization in English: Armenian National Agrarian University (ANAU)	
Address: 74 Teryan, Yerevan, 0009, AM	AM
Statutory representative: Hrachya Zakoyan	
BIN: 222.160.699243	Registered VAT payer: yes

Partner No. 2.

Name of the organization in its native language: Slovenská poľnohospodárska univerzita v Nitre	
Name of the organization in English: Slovak University of Agriculture in Nitra (SUA)	
Address: Tr. A. Hlinku 2, Nitra, 949 76, SK	SK
Statutory representative: Doc. Ing. Klaudia Halászová, PhD	
BIN: 00397482	Registered VAT payer: no

Partner No. 3.

Name of the organization in its native language: Budapesti Gazdasági Egyetem	
Name of the organization in English: Budapest Business University (BBU)	
Address: Markó u. 29-31, Budapest, 1055, HU	HU
Statutory representative: Prof. Balázs Heidrich PhD	
BIN: FI 82314	Registered VAT payer: yes

All of the above-mentioned partners are hereinafter jointly referred to only as the "Project Partners".

2.3 The subject of the Project shall be supported by the Fund with an amount of up to **€22,145.00** under conditions set forth below in this Contract (the "Grant").

2.4 The Grantee is obliged to implement the Project in compliance with the time frame and financial and other conditions stipulated in the Contract.

2.5 The Grantee is obliged to keep the Fund updated with regard to the Project via the grant management online system available at <http://my.visegradfund.org/> (the "Online System"). The Grantee is also obliged to submit requests for budget changes and extensions of the implementation period of the Project through the Online System as further specified in the Grant Guidelines. Requests for substantial changes must be submitted to the Fund in writing and approved by the Fund as further specified in the Grant Guidelines. The Grantee is obliged to inform the Fund with no delay (max. within 10 calendar days from such a change) in writing of any internal changes of the Grantee, such as changes of the Grantee's official name, registered seat, statutory representatives, registration for VAT, etc.

3. IMPLEMENTATION OF THE PROJECT

3.1 The Contracting Parties agree that the Project shall last from **01/07/2024** to **31/12/2025** (the "Implementation Period").

3.2 Particular stages of the Project implementation are specified in Attachments No. 1 and 2 hereof ("List of Outputs" and "Calendar of Events"). The Grantee is obliged to maintain an up-to-date Calendar of Events. Any change in the dates, venues and details of events originally stipulated in the Calendar of Events must be updated and confirmed in the Online System within 30 to 10 calendar days prior to the planned date. The Grantee is allowed to modify the Calendar of Events without the Fund's prior approval to the extent specified in the Grant Guidelines. Unconfirmed events and/or unauthorized modifications in the List of Outputs and/or Calendar of Events will be disregarded during the evaluation of the Interim/Final Report and their related costs will not be reimbursed.

4. GRANT PAYMENT

4.1 The Grant shall be paid to the Grantee under the conditions set forth in Section 4.2 hereof in 2 installments as follows:

- the 1st installment in the amount of **€17,716.00** within 15 working days after the delivery of the valid and effective Contract by the Grantee to the Fund (the "First Installment"); Contracting Parties agreed that the Grantee is obliged to deliver to the Fund a final report, the contents and requisites of which are set forth in the Grants Guidelines published and available on the Fund's website, in the period under Article 6, section 6.2 of the Contract (the "Final Report");
- the 2nd (and final) installment in the amount of **€4,429.00** within 15 working days after the Final Report, Financial Statement and Audit Report are approved by the Fund according to Article 6 hereof (the "Final Installment"). Parties agreed that the Final Installment must be pre-financed by the Grantee and, if duly approved under the conditions set forth hereof, the Fund reimburses the due amount of the Final Installment.

4.2 The Grantee shall be entitled to the 2nd Installment and Final Installment of the Grant solely upon the approval of the Fund provided (i) the relevant reports relating to the particular installment were delivered by the Grantee to the Fund within the periods stated in Article 6 hereof and in the Calendar of Events/Outputs as specified in Attachment No. 2 hereto and (ii) such reports were approved by the Fund pursuant to Article 6 hereof.

4.3 The Fund reserves the right to deny the disbursement of the Grant or any part of it, in case the Grantee does not comply either with the Grant Guidelines mentioned in 4.4 and applicable at the time of the Application's submission, or the provisions of the present Contract. In such case, the Grantee shall not be entitled to any disbursement. The Fund also reserves the right to reduce the Grant or any part of it, in case the Grantee is entitled for any tax (VAT) refund from local authorities.

4.4 The Grantee declares that prior to signing this Contract they have made themselves familiar with the Grant Guidelines of the Fund which are applied by the Fund for the organization and treatment of the grants, including the Grant provided to the Grantee under this Contract, and which are published on the website of the Fund (www.visegradfund.org). The Grantee shall be obliged to accept all such rules and principles of the Fund.

4.5 The Fund is entitled to unilaterally change and/or amend the Grant Guidelines even through validity of the Contract and is in such case obliged to make the valid version thereof available at the Fund's website (www.visegradfund.org). The Grantee is obliged to comply with the updated Grant Guidelines after receiving a notification about changes and/or amendments by the Fund.

5. GRANT UTILIZATION

5.1 The Grant shall be used by the Grantee only to cover the direct expenses of the Project during the Implementation Period of the Project according to the budget plan which forms Attachment No. 1 hereof (the "Budget"). Up to 15% of the Grant may be used to cover Project overhead costs (operating costs directly linked to the Project).

5.2 The expenses required for the Project from the Grant cannot exceed the approved amount.

5.3 The Grant may only be used during the contracted Implementation Period. The part of the Grant not used during the Implementation Period shall be returned by the Grantee to the Fund upon request within 15 working days.

5.4 The Grantee shall use the Grant according to the Budget in an efficient and cost-effective way.

5.5 Any change in the qualified expenses as stated in the Budget exceeding the amounts in individual budget categories as specified in the Grant Guidelines requires the prior approval of the statutory representative of the Fund. For such approval to be granted a request must be submitted in the Online System with proper justification. Without the Fund's approval, the Grant may not be used to cover such changed expenses exceeding the amount qualified in the Budget.

5.6 The financial resources of the Grant other than overhead costs cannot be used for:

a) capital investments (tangible/intangible assets);
b) VAT refund for Grantees who request VAT compensation from local authorities;
c) the Grantee's own indirect costs (electricity/gas/water/telephone bills, etc.);
d) internal costs or invoices (rent of one's own premises, one's own accommodation and board); and
e) Grantee's own work—e.g. coordination of the Project, salaries, financial remuneration of employees (or any expenses related to employment based on the Labour Code, including daily allowances, part-time work, etc.).

6. REPORTING OBLIGATIONS AND RELATED CONTRACTUAL TERMS

6.1 The Grantee shall immediately inform the Fund in writing of any circumstance which may affect the realization of the Project or of any changes in the contractual conditions. The statutory representative of the Fund shall decide upon such circumstances and changes.

6.2 The Grantee shall deliver to the Fund:

<i>Report:</i>	<i>Covering the period from-to:</i>	<i>Latest delivery of report:</i>
Final Report	01/07/2024–31/12/2025	28/01/2026
Financial Statement	01/07/2024–31/12/2025	28/01/2026
Audit Report	01/07/2024–31/12/2025	28/01/2026

6.3 The reports under this Article hereof shall be drawn up in the qualified forms and according to the requirements and instructions published on the website of the Fund, mainly in the Grants Guidelines. The Fund reserves the right to deny any Report failing to meet this requirement.

6.4 All the reports except the Audit report shall be prepared and separately signed by the authorized representative of the Grantee. The Audit report shall be prepared by a certified auditor registered in a Chamber of Auditors of the country where the auditor resides.

6.5 The Financial Statements shall conform to the budget and shall mention expenditures related to the Project and shall comply with financial documents evidencing the utilization of the Grant. All financial documents (receipts, bills, contracts and invoices, etc.) related to a project must be kept for a period of at least 10 years and copies thereof delivered to the Fund upon request.

6.6 The Fund has the right to verify any data provided by the Grantee to the Fund. The Grantee hereby grants the Fund authorization to carry out any acts necessary for verifying any data provided by the Grantee to the Fund.

6.7 In case of any reservations of the Fund to the provided reports or any documentation attached thereto, the Grantee shall be obliged to revise such reports or documentation according to the requirements of the Fund within the period stated by the Fund.

6.8 The Fund reserves the right to determine the eligibility of each cost to be covered by the Fund.

6.9 The Grantee shall inform the Fund with no delay (max. within 10 calendar days from such a change) in writing of any internal changes of the Grantee, mainly but not limited to changes of the Grantee's official name, registered seat, statutory representatives, registration for VAT, etc.

7. OTHER CONTRACTUAL TERMS

7.1 All formal communication with the Fund must be conducted in English.

7.2 The Grantee is obliged to specify a bank account for the purposes of the grant disbursements realized by the Fund. All Project payments must be carried through the bank account owned by the Grantee.

7.3 The Grantee shall conduct bank transfer (non-cash) transactions only.

7.4 The Grantee is obliged to acknowledge the Fund's support of the Project (i) on all premises where events take place as part of the Project (in the form of a banner or flag), (ii) in all printed materials distributed as part of the Project, (iii) in all public statements and presentations and (iv) on all web pages connected with the Project. All acknowledgements must visibly carry the current version of the Fund's logo and, if online, must be directly linked to www.visegradfund.org. Acknowledgements in event venues must be present for the duration of the events; acknowledgements online must remain active for the whole Contractual Period of the Project, at a minimum. The Grantee shall ensure that any of its Project Partners acknowledge the Fund's support for the Project to the same extent that the Grantee is obliged under this Contract. Further obligations of the Grantee regarding the acknowledgement of the Fund's support of the Project are specified in the Logo and Acknowledgement Manual (annex to the Grant Guidelines) of the Fund published on the Fund's website and the Grantee declares that prior to signing this Contract they have made themselves familiar with the Grant Guidelines and shall abide by this policy.

7.5 The Fund reserves the right to carry out monitoring visits of the Project and implementation thereof and carry out financial inspection of the Project and, if necessary, request additional documentation regarding the Project. The Grantee is obliged to allow visits from the Fund's staff or from personnel authorized by the Fund to make such visits, allow financial inspections and provide any materials related to the Project upon request.

7.6 The Fund (or person authorized by the Fund) is entitled to carry out an audit of the Grantee during the Contract validity and for three additional years after providing the final installment of the Grant to the Grantee based on this Contract. The Grantee is obliged to bear such an audit and provide the Fund with any accounting and other documents related to the Grant, and make and deliver the Fund copies therefrom.

7.7 The Fund undertakes to extend to the Grantee necessary co-operative support.

7.8 Both Contractual Parties may disclose information on the Project and enable access of the public to participate in the Project.

7.9 The Grantee takes note of the fact that the Fund accepts no responsibility for any contents of any Project outputs.

7.10 The Grantee declares that he shall be the bearer of all intellectual property rights and/or copyrights to any outputs of the Project or any part thereof (the "Outputs"). The Grantee hereby grants to the Fund under provisions of the Act No. 185/2015 Coll. Copyright Act (the "Copyright Act") a non-exclusive royalty free license, without territorial, time, material and technological limitations, to any Outputs of the Project or part thereof, so the Fund shall have mainly right to:

a) publicly disclose the Outputs and publish the Outputs in any way, e.g. on the Fund's website, in any Fund's materials, etc.;
b) alter and process the Outputs, mainly use the Outputs to create new work, according to the needs of the Fund;
c) include the Outputs to a database under §131 of the Copyright Act;
d) merge the Outputs with any other outputs or work;
e) make copies of the Outputs;
f) publicly distribute the Outputs;
g) to deal with the Outputs in any other way that is attributable to the author under the provisions of the Copyright Act.

7.11 The Parties agreed to adhere to the principles of environmental sustainability by all means possible in relation to the Project (saving electricity, water and other resources, preferring local goods and services and printing only if necessary and on both sides of the paper, etc.).

8. CONTRACTUAL SANCTIONS

8.1 The Fund shall be entitled against the Grantee for a contractual penalty in the amount of 20% of the amount of the Grant (the "Contractual Penalty"), if:

- a) any data provided by the Grantee turns out to be false or not up-to-date, or
- b) the Grantee fails to deliver to the Fund any of the reports according to this Contract in time, or
- c) the Grantee fails to observe the Budget or the Grant or any part of it is used in conflict with the terms stipulated in this Contract, or
- d) the Grantee breaches any of its obligations arising from Article 7 hereof.

8.2 The Contractual Penalty shall be paid by the Grantee within 15 working days from the written notice of the Fund. The Contractual Penalty payment shall not affect the Fund's right to request a damage compensation for any damages caused to the Fund.

8.3 The Fund shall be entitled to withdraw from the Contract, in case:

a) any kind of false/incorrect data/information is provided by the Grantee, or
b) any of the contractual requirements are not met by the Grantee or breached by the Grantee and the Grantee shall not remedy such deficiency or breach within an additional reasonable period provided by the Fund in the written call for the remedy, or
c) deficiencies are determined that could in a significant way affect the result or approved schedule during the implementation of the Project, mainly, but not limited to, the Project Outputs not meeting the requirements under this Contract and its attachments, or
d) the good reputation of the Fund is damaged by the Grantee, or
e) the Fund learns about a misuse of any funds granted to the Grantee by the Fund or the funds provided by the Fund are used, intentionally or negligently, for any other purposes than those specified in the Project.

8.4 The notice of withdrawal shall be delivered in writing in person or by registered mail to the address of the relevant Contracting Party stated in this Contract. The notice of withdrawal shall be considered received on the date of its delivery. If the delivery of the withdrawal notice is rejected by the relevant Contracting Party, the rejection date shall represent the date of delivery. In the case of postal deliveries, the withdrawal notice shall be considered received on the third day of its postal deposit, irrespective of the addressee's knowledge of such deposit.

8.5 If the Contract is terminated upon the withdrawal of the Fund therefrom, the Grantee shall automatically be obliged to return to the Fund the amount of the paid Grant within 15 working days.

8.6 In case the Grantee fails to observe the Budget or the Grant or any part of it is used in conflict with the terms stipulated in this Contract, the Grantee shall be obliged to return the amount of the paid Grant to the Fund within 15 working days at the call of the Fund.

8.7 When the Fund determines deficiencies that could significantly affect the result or approved schedule during the implementation of the Project, the Fund reserves the right to suspend the payment of the Grant or any part of it for a definite period.

8.8 If at any time (i.e., also after implementation of the Project) the Fund learns about a misuse of any funds granted to the Grantee by the Fund, and/or about unannounced and/or unauthorized changes within the Project and internal changes of the Grantee affecting the utilization of the provided Grant (mainly, but not limited to, changes of the Grantee's name, registered seat, statutory representatives, registration for VAT, etc.), the Grantee shall be obliged to return the full granted amount to the Fund within 15 working days at the call of the Fund.

9. FINAL PROVISIONS

9.1 This Contract shall be governed by Slovak law. Relevant provisions of the Civil Code of the Slovak Republic and other related regulations of the Slovak Republic shall apply to the relations regulated in this Contract, resulting from it and related to it.

9.2 Any disputes resulting from this Contract which could not be settled by mutual agreement of the Contracting Parties shall be resolved by Slovak courts.

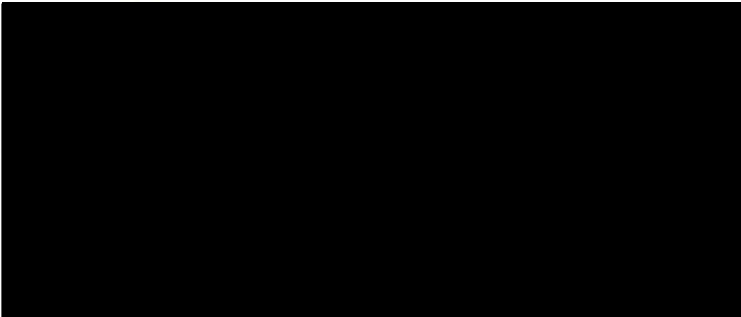
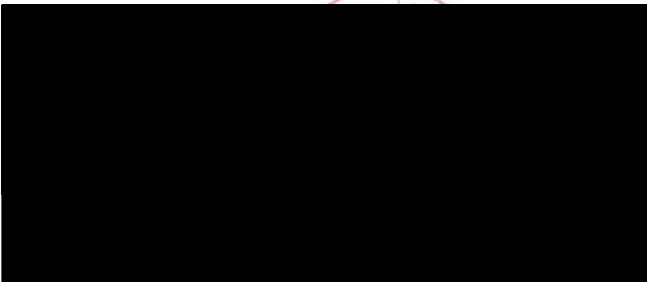
9.3 This Contract shall enter into force on the day of its signing by both Parties. This Contract is concluded for a definite time period until 11/03/2026 (i.e., the implementation period + 50 working days), except the stipulations in Section 8.8 hereof which shall remain valid and effective for an indefinite time period.

9.4 Both Contracting Parties declare that they conclude this Contract of their free will, they have read its content and as evidence of their consent to its wording they voluntarily sign it as correct.

9.5 The Contract is drawn up in two identical counterparts in English. Each Contracting Party shall receive one counterpart of the Contract.

České Budějovice - 4 -06- 2024

Done in Bratislava, on 20/05/2024



Attachment 1

to the Contract on the Provision of Financial Resources from the International Visegrad Fund's Visegrad+ Grant No. **22410040**

List of Outputs:

Total approved sum: **€22,145.00**

1 Preparation and publishing the webpage of the project and promotional materials (Product)

01/07/2024–31/08/2024

Following the rules of Visegrad+ project, the partners are going to prepare and publish the webpage of the project. The webpage will be within an existing website of USB, in two languages - English and Czech. All the events, outcomes and activities will be posted on the webpage. All the partners will promote the dissemination of the webpage within internal and external stakeholders. In parallel with the website, promotion of project activities will take place on the social pages (Instagram, Facebook) of the USB Faculty of Economics and the USB Career Center. In this phase of the project, the process of publishing contributions on the given networks will be agreed upon and a plan for the given promotion will be proposed. Due to the webpage and other social media all ongoing activities of the project will be introduced to internal and external stakeholders. USB is very skilled and active in disseminating international projects. USB is responsible for the development and management of the webpage of the project and the specialist of the Marketing Center of USB will be involved in this activity. For wider dissemination of the project and increasing the awareness of the internal and external stakeholders, a minimum number of "offline" promotional materials will be prepared and published (with the logos of Visegrad+ fund and project, as well as logos of partner universities): 1) 2 roll-up size 1800x800 mm (for USB and ANAU), 2) 100 pens and 100 notebooks for meetings and trainings.

Direct target groups:

Internal and external stakeholders of the V4 universities.: 15000

Selection/outreach: There is no specific selection rule for this activity. The internal and external stakeholders of BBU, SUA and USB, who are interested in the activities of the universities, will be regularly updated about project activities and results.

Internal and external stakeholders of ANAU.: 10000

Selection/outreach: There is no specific selection rule for this activity. The internal and external stakeholders of ANAU, who are interested in the activities of the university, will be regularly updated about project activities and results.

Dissemination/promotion

After preparing the official webpage of the project the participating universities will disseminate this information among internal and external stakeholders via the webpages of participating universities, as well as applicant's and partner's Facebook and Instagram. Each news, results and meetings will be disseminated online.

Role of the applicant and project partners

USB is responsible for the preparation and implementation of the webpage of the project. The Marketing specialist of USB will create and design the webpage under the supervision of the project coordinator from USB. The V4 partner universities and ANAU will provide the necessary information for the webpage and social networks.

2 Project Kick-off Meeting (Event-Private), České Budějovice, CZ

01/09/2024–30/09/2024

The activity includes the preparation of the meeting, the 5-day meeting (probably September 16-20, 2024) and the following administration. The meeting will take place in Č. Budějovice in the Czech Republic. 2 people from each partner (ANAU, BBU, SUA) will come and 4 people from USB will take care of the program. From each participating university there will be 1 expert responsible for soft skills and 1 researcher responsible for contribution to the monograph. At least the head of the USB Career Center and the USB Assistant project coordinator will also participate on behalf of USB. At the beginning of the meeting, all participants will discuss the main activities of the project and specific implementation details. Subsequently, 2 working groups will be created: 1) for the soft skills modules, 2) for the monograph. Working group ad 1) includes soft skills experts. Experts from USB, BBU and SUA will present all three modules (selfpresentation, selfmanagement, wellbeing) as they have been processed for their career center. An expert from ANAU will introduce ANAU's practice and the needs of the Armenian region. This will be followed by a synthesis of best practice. The working group ad 2) defines the structure of the monograph and propose steps for writing the monograph. The conclusion of the meeting will take place together. Both groups will present the conclusions they reached and jointly propose steps to design a suitable career counseling evaluation system.

Direct target groups:

Head of career center and Assistant project coordinator from USB: 2

Selection/outreach: Both are mentioned in this application.

Monograph main authors from ANAU, BBU, USB, SUA: 4

Selection/outreach: The main authors are mentioned in this application. In the case of their indisposition, there are experts in each university who can represent and will be determined by the university management

Soft skills experts from ANAU, BBU, USB, SUA: 4

Selection/outreach: The experts are mentioned in this application. In the case of their indisposition, there are colleagues with a similar skill level who are available and determined by the management of the individual career centers.

Dissemination/promotion

The meeting and the results will be disseminated via the webpages of the participating universities and their Facebook and Instagram profiles.

Role of the applicant and project partners

USB is responsible for the organization of the kick-off meeting. USB team will help partners to organize the travel, accommodation and other issues related to the travel and stay. USB will provide the space and the necessary equipment for the meeting. Partners will be actively involved in the meeting activities and decision-making process of the above-mentioned issues.

3 Creation and development of soft skills modules and training new ANAU lecturers (Product)

01/10/2024–14/02/2025

The most important step to start the training of the newly created soft skills modules according to the requirements of the ANAU Career Center from the Soft skills development center (opened thanks to Visegrad+ 22120110) is their finalization and modification reflecting the needs of the given region and the subsequent training of lecturers. The ANAU head trainer is responsible for the final adjustment of the educational modules based on the information obtained during the kick-off meeting. Trainers from USB, BBU and SUA will provide professional online support and mentoring during the creation and finalization of the modules (1 day mentoring + 1 day preparation for each module). After the final modification of the modules, trainers from USB, BBU and SUA in cooperation with ANAU head trainer will conduct online trainings for lecturers from ANAU. The online training of lecturers from ANAU proved its worth in a previous project, when it was confirmed that a personal meeting with a company representative during a kick-off meeting can be followed up very successfully by educating other people in a more economical way - online. USB, BBU and SUA trainers dedicate 1 day + 1 day of preparation to the subsequent online training of other lecturers from ANAU. After this online trainings the ANAU head trainer will work 3 days on helping by preparation for teaching her colleagues - lecturers + 3 days preparation for this helping trainings. Each lecturer learns/prepares for one module.

Direct target groups:

Soft skills trainers from ANAU : 4

Selection/outreach: The head trainer from ANAU is mentioned in this application. The selection was based on her experiences, very good language knowledge and her professional attitude. She is very experienced in career counseling. Next 3 lecturers will be selected based on their background and capabilities to work in given activities.

Dissemination/promotion

New created soft skills modules will be disseminated on project web sites and used by teaching and training in Soft skills development center for ANAU Career Center.

Role of the applicant and project partners

The applicant is responsible for the coordination of all activities leading to the creation of new educational modules and the training of lecturers from ANAU. The applicant will collect attendance sheets, photos and training evaluation. Soft skills trainers are responsible for developing new soft skills modules: 1) USB - "wellbeing", 2) BBU - "selfmanagement", 3) SUA - "selfpresentation". The ANAU head trainer is responsible for coordination online mentoring and trainings plus for face to face training her colleagues - lecturers from ANAU.

4 New soft skills modul training (Product)

17/02/2025–09/05/2025

The ANAU head trainer and her team of trained lecturers for the new soft skills modules will implement the trainings at the ANAU Career Center. There will be at least 3 training sessions (1x wellbeing, 1x selfmanagement, 1x selfpresentation). The minimum participation in each of the trainings will be 3 participants, the maximum capacity of each of the trainings will be 20 people (we expect an average participation in the workshop of 12-13 people, together 40 people). The duration of one training session will be at least 1.5 hours. Attendance sheets and photos will be taken from the training sessions. The costs of this activity are the expert fees for 3 lecturers per 1 day each. The fee for preparation lecturers is already included in the above mentioned output "Creation and development of soft skills modules and training new ANAU lecturers".

Direct target groups:

ANAU lecturers: 3

Selection/outreach: ANAU teachers with experience in soft skills training, who has the professional and capacity potential to train the module in the following years as well.

Bachelor, Master and PhD students of ANAU, graduates of ANAU, teaching and administrative staff of ANAU.: 40

Selection/outreach: Participants will be informed about the planned date and venue online and will be able to register according to their own interest. In case of insufficient training capacity, additional dates will be scheduled to meet demand.

Dissemination/promotion

Social media ANAU.

Role of the applicant and project partners

The USB will draw attention to the need for the organization of trainings and will be available to the ANAU in case of solving difficulties related to the newly created modules. The USB will collect the training documents that the ANAU will send to it in the required quality and time. ANAU Career Center realises the trainings in the Soft skills development center, ceremonially opened as part of the previous Visegrad+ project ID 22120110.

5 Monography (Product)

01/10/2024–31/08/2025

Researchers from ANAU, BBU, SUA and USB will prepare a monograph in english language on the topic of Soft skills in career counseling. The monograph will be at least 60 printed pages without appendices. One head researcher is designated for each university, who can invite other co-authors without entitlement to a fee if necessary. In addition to soft skills in career counseling, attention will also be paid to the evaluation of career counseling. The researchers will draw the data needed to evaluate the results and the status of the career counseling evaluation from the career centers of their universities (especially from the trainers involved in the project). The collaboration of scientists will follow the personal meeting at the kick-off meeting and will take place online. USB accepts responsibility for the organizational provision of review management, preparation for printing and the actual printing of the monograph. There will be two independent monography reviewers. ANAU accepts responsibility for the language proofreading. The monograph will be a valuable tool not only for the academic community, but also for segments dealing with soft skills, career counseling and employment of people on the labor market in the 21st century.

Direct target groups:

Academic community in Armenia, all Visegrad countries and the whole Europe/people in segments dealing with soft skills/career centers/institutions with interest on employment of people on the labor market. 200

Selection/outreach: Publicly accessible output

Dissemination/promotion

The monograph's envelope will be marked with the IVF logo and the logos of the participating universities. The monograph will be properly marked according to publicity requirements. The monograph will be distributed in printed form equally among the project partners, who will further distribute it among the appropriate target group. Info about the monography will be on websites and social media.

Role of the applicant and project partners

The USB co-author responsible for the publication will further coordinate the online collaboration of all authors to ensure timely completion of the text for submission to proofreading, review and printing. Researchers from ANAU, BBU, SUA and USB work together to determine the appropriate content of the monograph and for the timely processing of the passages of the monograph they undertake. USB will ensure review management, print editing and printing of the monograph at the selected printer. The distribution of monographs between individual universities will take place as part of the final meeting in Budapest. Each university career center has contacts to other career centers in its country and has possibility to spread the knowledge and show the cooperation with Armenia.

6 Final meeting (Event–Public), Budapest, HU

01/09/2025–30/09/2025

The final meeting of the project team will take place in Budapest within 3 days (probably 15-19 September 2025). Trainers and researchers delegated by the participating universities (ANAU, BBU, SUA, USB) will participate, a total of 8 people on the BBU campus. The goal is to evaluate, present the monograph, experience from the newly created soft skills training modules in Armenia, analyze the results of the evaluation, plan further cooperation, and ceremoniously end the project. The previous Visegrad+ project ID 22120110 provided the transfer of training modules to Armenia (team members traveled to Armenia and trainings were conducted online). In the new project, in addition to the transfer of technologies, the development of scientific cooperation and the dissemination of knowledge, we plan to enable colleagues from Armenia to visit the universities of the V4 countries. In addition to the tour of career centers (kick-off meeting in Czechia and final meeting in Hungary), there will be a meeting with other colleagues from the V4 countries and the possibility of establishing professional cooperation at the next level will be expanded.

Direct target groups:

Monograph main authors from ANAU, BBU, USB, SUA: 4

Selection/outreach: The main monograph authors are mentioned in this application. In the case of their indisposition, there are colleagues with a similar skill level who are available and determined by the management of the individual career centers.

Soft skills experts from ANAU, BBU, USB, SUA: 4

Selection/outreach: The experts are mentioned in this application. In the case of their indisposition, there are colleagues with a similar skill level who are available and determined by the management of the individual career centers.

Dissemination/promotion

The meeting and the results will be disseminated via the official webpages of project and via Facebook and Instagram profiles of the universities. The monograph will be offered to academic libraries. ANAU contacts the Armenian media that reported on the first joint project 22120110 and asks them to publish the results and benefits of the continuation of international cooperation with the V4.

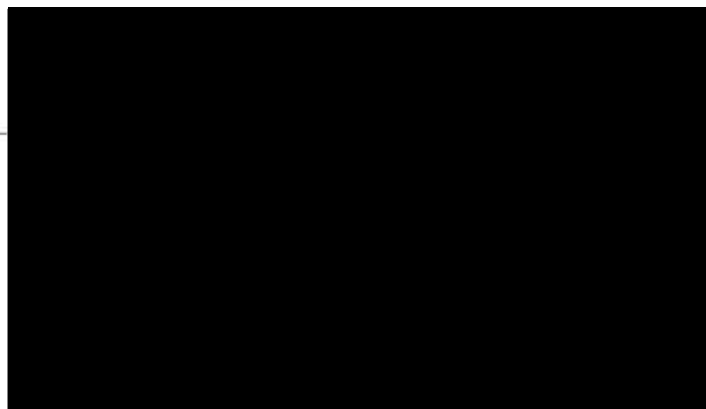
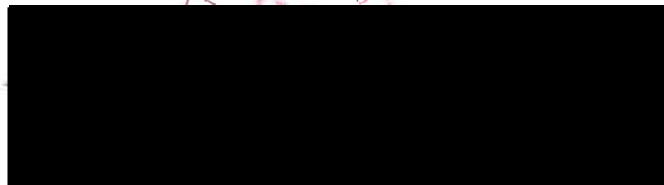
Role of the applicant and project partners

USB is responsible for the organization of the final meeting. USB team will help partners to organize the travel, accommodation and other issues related to the travel and stay. BBU will provide the space and the necessary equipment for the meeting. Partners will be actively involved in the meeting activities.

Budget

Accommodation and board	7,050.00
Expert fees/Fees for authors or artists	8,375.00
Printing/publishing costs	1,000.00
Promotional costs	336.00
Transportation and postage	2,734.00
Project overhead costs	2,650.00
Total	22,145.00

Done in Bratislava on 20/05/2024.



Attachment 2

to the Contract on the Provision of Financial Resources from the International Visegrad Fund's Visegrad+ Grant No. **22410040**

Calendar of Events:

Implementation period: from **01/07/2024** to **31/12/2025**

	Event	City	Country	From	Until
1	Project Kick-off Meeting	České Budějovice	CZ	01/09/2024	30/09/2024
2	Final meeting	Budapest	HU	01/09/2025	30/09/2025

Financial Statement and Final Report deadline: 28/01/2026

Done in Bratislava on 20/05/2024

České Budějovice

- 4 -06- 2024