



EHRI-ERIC Conny Kristel Fellowship Programme

Memorandum of Understanding

Between

The European Holocaust Research Infrastructure, a European Research Infrastructure Consortium (ERIC) established by Commission Implementing Decision ((EU) 2025/194 of 20 January 2025, having its headquarter in Amsterdam, the Netherlands ("**EHRI-ERIC**")

and

the Masaryk Institute and Archives of the Czech Academy of Sciences, a public research organisation whose registered office is at Gabčíkova 10, 182 00 Prague 8, Czech Republic ("**Host Institution**")

Hereinafter collectively referred to as the "**Parties**" and individually as "**Party**".

Background

The Conny Kristel Fellowship Programme ("**CKF Programme**") is a short-term research fellowship for individual researchers ("**Fellows**"). EHRI-ERIC, through its CKF Programme, facilitates physical in-person access to archival collections, research resources, and institutional expertise for researchers and archival professionals engaged in Holocaust research and documentation. By participating in the CKF Programme, institutions contribute to the international accessibility of their collections, benefit from transnational knowledge exchange, and support the advancement and dissemination of research aligned with their collections and areas of expertise.

In light of the Host Institution's request to join the CKF Programme, this Memorandum of Understanding ("**MoU**") sets out the respective roles and responsibilities of EHRI-ERIC and the Host Institution, as well as the terms and conditions governing their collaboration within the framework of the CKF Programme.

Fellowship

EHRI-ERIC will award fellowships to individual Fellows selected by EHRI-ERIC in accordance with its internal procedures. Each fellowship shall typically last between one (1) and six (6) week(s) and cover a country-specific subsistence allowance and reasonable travel costs, both paid directly by the EHRI-ERIC in accordance with its internal policy.

Rights and obligations of the Parties:

- 1) EHRI-ERIC shall be responsible for:
 - a) The financial and administrative management of ring-fenced funds allocated to cover a set number of access weeks per year, as determined annually.
 - b) Allocating dedicated staff time for the financial and administrative management of Fellowships, including the virtual onboarding of Fellowship cohorts, coordination of the CKF Programme host network, and the organisation of the peer review process.
 - c) Carrying out communication and outreach activities at the EU level.
 - d) Maintaining and developing a network of Fellowship alumni.
 - e) Coordinating, monitoring and evaluating of Fellowship scheme.
- 2) The Host institutions shall be responsible for:
 - a) Notifying EHRI-ERIC of the maximum number of weeks per year during which they can host Fellows.
 - b) Hosting the Fellows and providing physical access, as required, including access to relevant collections and/or expertise, as well as desk space with internet access.
 - c) Communicating with the Fellows before and during the fellowship period, including arrangements related to the timing and practicalities of stay.
 - d) Facilitating the Fellows' introduction to the Host Institution, such as providing an orientation tour of relevant facilities (e.g., library and archive) and introducing key staff and experts relevant to the Fellows' research.
 - e) Ensuring access to relevant expertise, including archival support and research guidance.
 - f) Where possible, including the Fellows in relevant institutional activities taking place during their stay (e.g., events, research meetings, discussions,

workshops, conferences) and offering the Fellows the opportunity to present their research.

- g) Designating a contact person responsible for coordinating and ensuring the effective implementation of the above activities, and informing EHRI-ERIC of that person's name and contact details.

Financial arrangements

The Host Institution acknowledges that the Fellowship funding is provided directly to the Fellows and that EHRI-ERIC shall not provide funds to the Hosting Institution under this MoU.

The costs related to the central financial and administrative management of the CFK Programme, including the fellowship awards, shall be borne by EHRI-ERIC.

The Host Institution shall not be responsible for financial or administrative aspects of the Fellowship grant itself, but other costs incurred by the Host Institution in connection with its participation in the CFK Programme shall be borne by the Host Institution and shall be considered as in-kind contribution to EHRI-ERIC.

Each Party shall bear its own costs in connection with the implementation of this MoU, unless otherwise agreed in writing.

Liability and insurance

Each Party shall be solely responsible for its acts and omissions under this MoU.

EHRI-ERIC shall ensure that Fellows are informed of their responsibility to obtain appropriate insurance coverage for the duration of the Fellowship, including health, accident, and third-party liability insurance.

The Host Institution shall not be liable for any personal injury, loss, or damage suffered by the Fellow, unless caused by its gross negligence or wilful misconduct. The Host

Institution shall maintain third-party liability insurance, which may cover the Fellow as a visitor.

Confidentiality and data protection

The Parties shall ensure that any personal data exchanged in the context of this MoU is processed in accordance with applicable data protection laws.

Confidential information shared between the Parties shall be treated as such and not disclosed to third parties without prior written consent, unless required by law.

Duration and termination

This MoU shall become effective on the date of the last signature and shall remain in effect for five (5) years from that date. It shall automatically renew for successive periods of five (5) years unless either Party gives at least three (3) months written notice before the end of the term.

This MoU may be terminated prior to expiry in the following circumstances:

- a) by either Party for convenience, upon providing at least three (3) months' prior notice to the other Party;
- b) at any time, by mutual written agreement of the Parties, or,
- c) by a non-breaching Party, in the event of a material breach by the other Party, which is not remedied within ten (14) days of receipt of written notice specifying the breach.

Termination of this MoU shall not affect any rights of obligations accrued prior to the date of termination.

Amendments

This MoU may only be amended or modified by a written agreement signed by duly authorised representatives of both Parties.

Assignment

Neither Party may assign this MoU without the prior written consent of the other. Nothing in this MoU constitutes a partnership, joint venture or agency relationship between the Parties.

Dispute resolution

The Parties shall seek to resolve any dispute arising under this MoU amicably and in good faith through their designated representatives.

This agreement shall enter into force on the day of its publication in the Czech Contract Register. The publication shall be carried out by the MUA CAS immediately after the contract is signed by the last party. This Memorandum is governed by Czech law.

Date and signature host institution

Date and signature EHRI-ERIC