

Co-operation Agreement between NAs

AGREEMENT NUMBER: "SALTO T&C RC ToT 18/19 - SML/0083/2018

XXXXX

called hereafter "the host", represented for the purposes of signature of this agreement by XXXX,
Project Co-ordinator

and

Centre for International Cooperation in Education (DZS)

Na Poříčí 1035/4
110 00 Praha 1
Czech Republic

called hereafter "the partner NA", represented for the purposes of signature of this agreement by
Dana Petrova, Director

HAVE AGREED AS FOLLOWS

Art. 1 - Purpose and duration

- 1.1. The host and the partner NA have agreed to co-organise the TCA activity Training of Trainers, Seminar 1, which will be held in Vila da Marmeleira, Portugal, from 15-24 September 2018.
- 1.2. The period of eligibility of costs shall begin at the earliest from 1st of August 2018 and end at the latest on 31st of December 2018 inclusive.

Art. 2 – Financing

- 2.1. The partner NA agrees to make a financial contribution to the direct costs related to the above-mentioned activity of max. 3.200 Euro (max. 1.600€ per participant) for the hosting costs that include:
 - a. Costs of accommodation and food of participants and trainers
 - b. Costs related to preparation of the seminar
 - c. Local travel costs of participants during the programme
 - d. Fees and travel costs of the trainers
 - e. Costs of training materials

- 2.2. It is the responsibility of the partner NA to ensure and keep proof of the co-funding of the activity from other sources than the EU funding.

Art. 3 – Payments

- 3.1. The partner NA will pay the amount specified in article 2.1 within 30 days upon a written request for payment or invoice from the host to the partner NA.

The written request for payment or invoice will be accompanied by:

- a. final overview of the total expenditures and incomes
- b. Copy of signed list of participants
- c. Report of the seminar as specified in article 4

Art. 4 - Report

- 4.1. The host will provide a report within two months following the project end date set out in Article 2.1. The report will contain minimum the following information:

- a. Description of the activities undertaken
- b. Main outcomes of the project
- c. Summary of the evaluation results

Art. 5 – Other provisions

- 5.1. The host commits itself to undertake the project in full respect of the Erasmus+ programme's regulatory framework, in particular with respect to sound financial management, non-profit, procurement rules and TCA rules.
- 5.2. The agreement shall enter into force on the date when the last of the two parties signs.
- 5.3. Made in English language, in two copies.

SIGNATURES

For the partner NA
Dana Petrova
Director

For the host
XXXX
Project Co-ordinator

Signature
Done at Prague, on 26.7.2018

Signature
Done at Bonn, on 19 July 2018