



EUROPEAN EDUCATION AND CULTURE EXECUTIVE AGENCY (EACEA)

EACEA.B – Creativity, Citizens, EU values and Joint operations
B.3 – Citizens and EU Values

GRANT AGREEMENT

Project 101143824 — CAMINO

PREAMBLE

This **Agreement** ('the Agreement') is **between** the following parties:

on the one part,

the **European Education and Culture Executive Agency (EACEA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and

on the other part,

1. 'the coordinator':

LATVIJAS UNIVERSITATE (LU), PIC 999871830, established in RAINA BOULEVARD 19, RIGA 1586, Latvia,

and the following other beneficiaries, if they sign their 'accession form' (see Annex 3 and Article 40):

2. **UNIWERSYTET OPOLSKI (UO)**, PIC 996872396, established in PL MIKOLAJA KOPERNIKA 11A, OPOLE 45 040, Poland,

3. **VILNIAUS UNIVERSITETAS (VU)**, PIC 999893170, established in UNIVERSITETO G. 3, VILNIUS 01513, Lithuania,

4. **SIA VERY (Very films)**, PIC 881827001, established in TERBATAS STREET 53-5, RIGA LV-1011, Latvia,

5. **UNIVERZITA KOMENSKEHO V BRATISLAVE (UKBA)**, PIC 999841566, established in SAFARIKOVO NAM 6, BRATISLAVA 814 99, Slovakia,

6. **NEMZETI KOZSZOLGALATI EGYETEM (UPS)**, PIC 943340812, established in LUDOVIKA TER 2, BUDAPEST 1083, Hungary,

7. **UNIVERZITA JANA EVANGELISTY PURKYNE V USTI NAD LABEM (UJEP)**, PIC 973510431, established in PASTEUROVA 3544/1, USTI NAD LABEM 400 96, Czechia,

8. **TARTU ULIKOOL (UT)**, PIC 999895013, established in ULIKOOLI 18, TARTU 50090, Estonia,

Unless otherwise specified, references to ‘beneficiary’ or ‘beneficiaries’ include the coordinator and affiliated entities (if any).

If only one beneficiary signs the grant agreement (‘mono-beneficiary grant’), all provisions referring to the ‘coordinator’ or the ‘beneficiaries’ will be considered — mutatis mutandis — as referring to the beneficiary.

The parties referred to above have agreed to enter into the Agreement.

By signing the Agreement and the accession forms, the beneficiaries accept the grant and agree to implement the action under their own responsibility and in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

The Agreement is composed of:

Preamble

Terms and Conditions (including Data Sheet)

Annex 1 Description of the action¹

Annex 2 Estimated budget for the action

Annex 3 Accession forms (if applicable)²

Annex 3a Declaration on joint and several liability of affiliated entities (if applicable)³

Annex 4 Model for the financial statements

Annex 5 Specific rules (if applicable)

¹ Template published on [Portal Reference Documents](#).

² Template published on [Portal Reference Documents](#).

³ Template published on [Portal Reference Documents](#).

TERMS AND CONDITIONS

TABLE OF CONTENTS

GRANT AGREEMENT.....	1
PREAMBLE.....	1
TERMS AND CONDITIONS.....	3
DATASHEET.....	8
CHAPTER 1 GENERAL.....	12
ARTICLE 1 — SUBJECT OF THE AGREEMENT	12
ARTICLE 2 — DEFINITIONS.....	12
CHAPTER 2 ACTION.....	13
ARTICLE 3 — ACTION.....	13
ARTICLE 4 — DURATION AND STARTING DATE.....	13
CHAPTER 3 GRANT.....	13
ARTICLE 5 — GRANT.....	13
5.1 Form of grant.....	13
5.2 Maximum grant amount.....	14
5.3 Funding rate.....	14
5.4 Estimated budget, budget categories and forms of funding.....	14
5.5 Budget flexibility.....	14
ARTICLE 6 — ELIGIBLE AND INELIGIBLE CONTRIBUTIONS.....	14
6.1 and 6.2 General and specific eligibility conditions.....	14
6.3 Ineligible contributions.....	15
6.4 Consequences of non-compliance.....	15
CHAPTER 4 GRANT IMPLEMENTATION.....	15
SECTION 1 CONSORTIUM: BENEFICIARIES, AFFILIATED ENTITIES AND OTHER PARTICIPANTS.....	15
ARTICLE 7 — BENEFICIARIES.....	15
ARTICLE 8 — AFFILIATED ENTITIES.....	17
ARTICLE 9 — OTHER PARTICIPANTS INVOLVED IN THE ACTION.....	17
9.1 Associated partners.....	17
9.2 Third parties giving in-kind contributions to the action.....	18
9.3 Subcontractors.....	18
9.4 Recipients of financial support to third parties.....	18

ARTICLE 10 — PARTICIPANTS WITH SPECIAL STATUS.....	18
10.1 Non-EU participants.....	18
10.2 Participants which are international organisations.....	19
10.3 Pillar-assessed participants.....	19
SECTION 2 RULES FOR CARRYING OUT THE ACTION.....	22
ARTICLE 11 — PROPER IMPLEMENTATION OF THE ACTION.....	22
11.1 Obligation to properly implement the action.....	22
11.2 Consequences of non-compliance.....	22
ARTICLE 12 — CONFLICT OF INTERESTS.....	22
12.1 Conflict of interests.....	22
12.2 Consequences of non-compliance.....	22
ARTICLE 13 — CONFIDENTIALITY AND SECURITY.....	22
13.1 Sensitive information.....	22
13.2 Classified information.....	23
13.3 Consequences of non-compliance.....	23
ARTICLE 14 — ETHICS AND VALUES.....	24
14.1 Ethics.....	24
14.2 Values.....	24
14.3 Consequences of non-compliance.....	24
ARTICLE 15 — DATA PROTECTION.....	24
15.1 Data processing by the granting authority.....	24
15.2 Data processing by the beneficiaries.....	24
15.3 Consequences of non-compliance.....	25
ARTICLE 16 — INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS — ACCESS RIGHTS AND RIGHTS OF USE.....	25
16.1 Background and access rights to background.....	25
16.2 Ownership of results.....	25
16.3 Rights of use of the granting authority on materials, documents and information received for policy, information, communication, dissemination and publicity purposes.....	26
16.4 Specific rules on IPR, results and background.....	27
16.5 Consequences of non-compliance.....	27
ARTICLE 17 — COMMUNICATION, DISSEMINATION AND VISIBILITY.....	27
17.1 Communication — Dissemination — Promoting the action.....	27
17.2 Visibility — European flag and funding statement.....	27
17.3 Quality of information — Disclaimer.....	28
17.4 Specific communication, dissemination and visibility rules.....	28

17.5	Consequences of non-compliance.....	28
ARTICLE 18 — SPECIFIC RULES FOR CARRYING OUT THE ACTION.....		28
SECTION 3 GRANT ADMINISTRATION.....		28
ARTICLE 19 — GENERAL INFORMATION OBLIGATIONS.....		29
19.1	Information requests.....	29
19.2	Participant Register data updates.....	29
19.3	Information about events and circumstances which impact the action.....	29
19.4	Consequences of non-compliance.....	29
ARTICLE 20 — RECORD-KEEPING.....		29
20.1	Keeping records and supporting documents.....	29
20.2	Consequences of non-compliance.....	30
ARTICLE 21 — REPORTING.....		30
21.1	Continuous reporting.....	30
21.2	Periodic reporting: Technical reports and financial statements.....	30
21.3	Currency for financial statements and conversion into euros.....	31
21.4	Reporting language.....	31
21.5	Consequences of non-compliance.....	31
ARTICLE 22 — PAYMENTS AND RECOVERIES — CALCULATION OF AMOUNTS DUE.....		31
22.1	Payments and payment arrangements.....	32
22.2	Recoveries.....	32
22.3	Amounts due.....	32
22.4	Enforced recovery.....	37
22.5	Consequences of non-compliance.....	38
ARTICLE 23 — GUARANTEES.....		38
23.1	Prefinancing guarantee.....	38
23.2	Consequences of non-compliance.....	39
ARTICLE 24 — CERTIFICATES.....		39
ARTICLE 25 — CHECKS, REVIEWS, AUDITS AND INVESTIGATIONS — EXTENSION OF FINDINGS.....		39
25.1	Granting authority checks, reviews and audits.....	39
25.2	European Commission checks, reviews and audits in grants of other granting authorities.....	40
25.3	Access to records for assessing simplified forms of funding.....	41
25.4	OLAF, EPPO and ECA audits and investigations.....	41
25.5	Consequences of checks, reviews, audits and investigations — Extension of findings.....	41
25.6	Consequences of non-compliance.....	42

ARTICLE 26 — IMPACT EVALUATIONS.....	42
26.1 Impact evaluation.....	43
26.2 Consequences of non-compliance.....	43
CHAPTER 5 CONSEQUENCES OF NON-COMPLIANCE.....	43
SECTION 1 REJECTIONS AND GRANT REDUCTION.....	43
ARTICLE 27 — REJECTION OF CONTRIBUTIONS.....	43
27.1 Conditions.....	43
27.2 Procedure.....	43
27.3 Effects.....	43
ARTICLE 28 — GRANT REDUCTION.....	44
28.1 Conditions.....	44
28.2 Procedure.....	44
28.3 Effects.....	44
SECTION 2 SUSPENSION AND TERMINATION.....	44
ARTICLE 29 — PAYMENT DEADLINE SUSPENSION.....	44
29.1 Conditions.....	44
29.2 Procedure.....	45
ARTICLE 30 — PAYMENT SUSPENSION.....	45
30.1 Conditions.....	45
30.2 Procedure.....	46
ARTICLE 31 — GRANT AGREEMENT SUSPENSION.....	46
31.1 Consortium-requested GA suspension.....	46
31.2 EU-initiated GA suspension.....	47
ARTICLE 32 — GRANT AGREEMENT OR BENEFICIARY TERMINATION.....	48
32.1 Consortium-requested GA termination.....	48
32.2 Consortium-requested beneficiary termination.....	49
32.3 EU-initiated GA or beneficiary termination.....	50
SECTION 3 OTHER CONSEQUENCES: DAMAGES AND ADMINISTRATIVE SANCTIONS.....	53
ARTICLE 33 — DAMAGES.....	53
33.1 Liability of the granting authority.....	53
33.2 Liability of the beneficiaries.....	53
ARTICLE 34 — ADMINISTRATIVE SANCTIONS AND OTHER MEASURES.....	54
SECTION 4 FORCE MAJEURE.....	54
ARTICLE 35 — FORCE MAJEURE.....	54
CHAPTER 6 FINAL PROVISIONS.....	54

ARTICLE 36 — COMMUNICATION BETWEEN THE PARTIES.....	54
36.1 Forms and means of communication — Electronic management.....	54
36.2 Date of communication.....	55
36.3 Addresses for communication.....	55
ARTICLE 37 — INTERPRETATION OF THE AGREEMENT.....	55
ARTICLE 38 — CALCULATION OF PERIODS AND DEADLINES.....	55
ARTICLE 39 — AMENDMENTS.....	56
39.1 Conditions.....	56
39.2 Procedure.....	56
ARTICLE 40 — ACCESSION AND ADDITION OF NEW BENEFICIARIES.....	56
40.1 Accession of the beneficiaries mentioned in the Preamble.....	56
40.2 Addition of new beneficiaries.....	57
ARTICLE 41 — TRANSFER OF THE AGREEMENT.....	57
ARTICLE 42 — ASSIGNMENTS OF CLAIMS FOR PAYMENT AGAINST THE GRANTING AUTHORITY.....	57
ARTICLE 43 — APPLICABLE LAW AND SETTLEMENT OF DISPUTES.....	58
43.1 Applicable law.....	58
43.2 Dispute settlement.....	58
ARTICLE 44 — ENTRY INTO FORCE.....	58

DATA SHEET

1. General data

Project summary:

Project summary
<p>Project “Twenty years of cultural enrichment in reunified Europe” (CAMINO) has united higher education institutions across the Eastern, Northern and Central Europe – University of Latvia (UL/LV), Vilnius University (VU/LT), Tartu University (UT/EE), University of Opole (UO/PL), J. E. Purkyně University in Ústí nad Labem (UJEP/CZ), Comenius University Bratislava (UNIBA/SK), University of Public Service (UPS/HU), King Danylo University (UKD/UA) and a film studio VERY (VF/LV) in their joint attempt to educate about defining experiences in modern European history and to commemorate EU enlargement by celebrating the year 2004 EU accession. Project aims to enhance the understanding of the Union, its origins, purpose, diversity and achievements and to raise the awareness of the importance of mutual understanding and tolerance for better European integration. Throughout the year 2024 CAMINO project will deliver a set of events such as an International student photo competition and exhibition; public events for EU20 Celebration; international flashmob “Ode to Joy”; production and screening of a Documentary film on the importance of cultural diversity; development and piloting of a lifelong learning open course on Intercultural Communication and developing a Network of European universities, university culture centres, student unions and other similar units, supporting the participation of university students and employees in different non-formal art and culture education programs and maintaining the presence of culture within the university and local community. The Network will be designed with the aim to expand it across the EU countries and to develop cooperation also with other stakeholders from cultural and creative sectors in order to promote a wide range of quality cultural activities and events, open opportunities for all to take part and to create, strengthening links between culture and education, social affairs, urban policy, research and innovation, etc.</p>

Keywords:

- EU integration
- Inter-cultural dialogue
- Youth
- European identity
- Democratic transition
- EU accession
- multiculturalism; cultural diversity; cross-cultural exchange; youth empowerment; social cohesion; protection of EU values and rights;

Project number: 101143824

Project name: Twenty years of cultural enrichment in reunified Europe

Project acronym: CAMINO

Call: CERV-2023-CITIZENS-REM

Topic: CERV-2023-CITIZENS-REM

Type of action: CERV Lump Sum Grants

Granting authority: European Education and Culture Executive Agency

Grant managed through EU Funding & Tenders Portal: Yes (eGrants)

Project starting date: first day of the month following the entry into force date

Project end date: starting date + months of duration

Project duration: 12 months

Consortium agreement: Yes

2. Participants

List of participants:

N°	Role	Short name	Legal name	Ctry	PIC	Max grant amount
1	COO	LU	LATVIJAS UNIVERSITATE	LV	999871830	209 290.00
2	BEN	UO	UNIwersytet OPolski	PL	996872396	51 000.00
3	BEN	VU	VILNIUS UNIVERSITETAS	LT	999893170	50 000.00
4	BEN	Very films	SIA VERY	LV	881827001	115 000.00
5	BEN	UKBA	UNIVERZITA KOMENSKÉHO V BRATISLAVE	SK	999841566	41 000.00
6	BEN	UPS	NEMZETI KOZSZOLGALATI EGYETEM	HU	943340812	51 000.00
7	BEN	UJEP	UNIVERZITA JANA EVANGELISTY PURKYNE V USTI NAD LABEM	CZ	973510431	41 000.00
8	BEN	UT	TARTU ULIKOOL	EE	999895013	40 000.00
9	AP	UKD	INSTITUTE OF HIGHER EDUCATION KING DANYLO UNIVERSITY	UA	884964175	0.00
Total						598 290.00

Coordinator:

- LATVIJAS UNIVERSITATE (LU)

3. Grant**Maximum grant amount, total estimated eligible costs and contributions and funding rate:**

Maximum grant amount (Annex 2)	Maximum grant amount (award decision)
598 290.00	598 290.00

Grant form: Lump Sum**Grant mode:** Action grant**Budget categories/activity types:** Lump sum contributions**Cost eligibility options:** n/a**Budget flexibility:** No**4. Reporting, payments and recoveries****4.1 Continuous reporting** (art 21)**Deliverables:** see Funding & Tenders Portal Continuous Reporting tool**4.2 Periodic reporting and payments**

Reporting and payment schedule (art 21, 22):

Reporting					Payments	
Reporting periods			Type	Deadline	Type	Deadline (time to pay)
RP No	Month from	Month to				
					Initial prefinancing	30 days from entry into force/ financial guarantee (if required) – whichever is the latest
1	1	12	Periodic report	60 days after end of reporting period	Final payment	90 days from receiving periodic report

Prefinancing payments and guarantees:

Prefinancing payment		Prefinancing guarantee		
Type	Amount	Guarantee amount	Division per participant	
Prefinancing 1 (initial)	358 974.00	n/a	1 - LU	n/a
			2 - UO	n/a
			3 - VU	n/a
			4 - Very films	n/a
			5 - UKBA	n/a
			6 - UPS	n/a
			7 - UJEP	n/a
			8 - UT	n/a

Reporting and payment modalities (art 21, 22):

Mutual Insurance Mechanism (MIM): No

Restrictions on distribution of initial prefinancing: The prefinancing may be distributed only if the minimum number of beneficiaries set out in the call conditions (if any) have acceded to the Agreement and only to beneficiaries that have acceded.

Interim payment ceiling (if any): 100% of the maximum grant amount

No-profit rule: n/a

Late payment interest: ECB + 3.5%

Bank account for payments:

LV62HABA0551055488139

Conversion into euros: n/a

Reporting language: Language of the Agreement or other EU official language, if specified in the call conditions

4.3 Certificates (art 24): n/a

4.4 Recoveries (art 22)

First-line liability for recoveries:

Beneficiary termination: Beneficiary concerned

Final payment: Coordinator

After final payment: Beneficiary concerned

Joint and several liability for enforced recoveries (in case of non-payment):

Limited joint and several liability of other beneficiaries — up to the maximum grant amount of the beneficiary

Joint and several liability of affiliated entities — n/a

5. Consequences of non-compliance, applicable law & dispute settlement forum

Applicable law (art 43):

Standard applicable law regime: EU law + law of Belgium

Dispute settlement forum (art 43):

Standard dispute settlement forum:

EU beneficiaries: EU General Court + EU Court of Justice (on appeal)

Non-EU beneficiaries: Courts of Brussels, Belgium (unless an international agreement provides for the enforceability of EU court judgements)

6. Other

Specific rules (Annex 5): Yes

Standard time-limits after project end:

Confidentiality (for X years after final payment): 5

Record-keeping (for X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Reviews (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Audits (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Extension of findings from other grants to this grant (no later than X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Impact evaluation (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

CHAPTER 1 GENERAL

ARTICLE 1 — SUBJECT OF THE AGREEMENT

This Agreement sets out the rights and obligations and terms and conditions applicable to the grant awarded for the implementation of the action set out in Chapter 2.

ARTICLE 2 — DEFINITIONS

For the purpose of this Agreement, the following definitions apply:

Actions — The project which is being funded in the context of this Agreement.

Grant — The grant awarded in the context of this Agreement.

EU grants — Grants awarded by EU institutions, bodies, offices or agencies (including EU executive agencies, EU regulatory agencies, EDA, joint undertakings, etc.).

Participants — Entities participating in the action as beneficiaries, affiliated entities, associated partners, third parties giving in-kind contributions, subcontractors or recipients of financial support to third parties.

Beneficiaries (BEN) — The signatories of this Agreement (either directly or through an accession form).

Affiliated entities (AE) — Entities affiliated to a beneficiary within the meaning of Article 187 of EU Financial Regulation 2018/1046⁴ which participate in the action with similar rights and obligations as the beneficiaries (obligation to implement action tasks and right to charge costs and claim contributions).

Associated partners (AP) — Entities which participate in the action, but without the right to charge costs or claim contributions.

Purchases — Contracts for goods, works or services needed to carry out the action (e.g. equipment, consumables and supplies) but which are not part of the action tasks (see Annex 1).

Subcontracting — Contracts for goods, works or services that are part of the action tasks (see Annex 1).

In-kind contributions — In-kind contributions within the meaning of Article 2(36) of EU Financial

⁴ For the definition, see Article 187 Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012 ('EU Financial Regulation') (OJ L 193, 30.7.2018, p. 1): "**affiliated entities** [are]:

- (a) entities that form a sole beneficiary [(i.e. where an entity is formed of several entities that satisfy the criteria for being awarded a grant, including where the entity is specifically established for the purpose of implementing an action to be financed by a grant)];
- (b) entities that satisfy the eligibility criteria and that do not fall within one of the situations referred to in Article 136(1) and 141(1) and that have a link with the beneficiary, in particular a legal or capital link, which is neither limited to the action nor established for the sole purpose of its implementation".

Regulation 2018/1046, i.e. non-financial resources made available free of charge by third parties.

Fraud — Fraud within the meaning of Article 3 of EU Directive 2017/1371⁵ and Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995⁶, as well as any other wrongful or criminal deception intended to result in financial or personal gain.

Irregularities — Any type of breach (regulatory or contractual) which could impact the EU financial interests, including irregularities within the meaning of Article 1(2) of EU Regulation 2988/95⁷.

Grave professional misconduct — Any type of unacceptable or improper behaviour in exercising one's profession, especially by employees, including grave professional misconduct within the meaning of Article 136(1)(c) of EU Financial Regulation 2018/1046.

Applicable EU, international and national law — Any legal acts or other (binding or non-binding) rules and guidance in the area concerned.

Portal — EU Funding & Tenders Portal; electronic portal and exchange system managed by the European Commission and used by itself and other EU institutions, bodies, offices or agencies for the management of their funding programmes (grants, procurements, prizes, etc.).

CHAPTER 2 ACTION

ARTICLE 3 — ACTION

The grant is awarded for the action **101143824 — CAMINO** ('action'), as described in Annex 1.

ARTICLE 4 — DURATION AND STARTING DATE

The duration and the starting date of the action are set out in the Data Sheet (see Point 1).

CHAPTER 3 GRANT

ARTICLE 5 — GRANT

5.1 Form of grant

⁵ Directive (EU) 2017/1371 of the European Parliament and of the Council of 5 July 2017 on the fight against fraud to the Union's financial interests by means of criminal law (OJ L 198, 28.7.2017, p. 29).

⁶ OJ C 316, 27.11.1995, p. 48.

⁷ Council Regulation (EC, Euratom) No 2988/95 of 18 December 1995 on the protection of the European Communities financial interests (OJ L 312, 23.12.1995, p. 1).

The grant is an action grant⁸ which takes the form of a lump sum grant for the completion of work packages.

5.2 Maximum grant amount

The maximum grant amount is set out in the Data Sheet (see Point 3) and in the estimated budget (Annex 2).

5.3 Funding rate

Not applicable

5.4 Estimated budget, budget categories and forms of funding

The estimated budget for the action (lump sum breakdown) is set out in Annex 2.

It contains the estimated eligible contributions for the action (lump sum contributions), broken down by participant and work package.

Annex 2 also shows the types of contributions (forms of funding)⁹ to be used for each work package.

5.5 Budget flexibility

Budget flexibility does not apply; changes to the estimated budget (lump sum breakdown) always require an amendment (see Article 39).

Amendments for transfers between *work packages* are moreover possible only if:

- the work packages concerned are not already completed (and declared in a financial statement) and
- the transfers are justified by the technical implementation of the action.

ARTICLE 6 — ELIGIBLE AND INELIGIBLE CONTRIBUTIONS

6.1 and 6.2 General and specific eligibility conditions

Lump sum contributions are eligible ('eligible contributions'), if:

- (a) they are set out in Annex 2 and
- (b) the work packages are completed and the work is properly implemented by the beneficiaries and/or the results are achieved, in accordance with Annex 1 and during in the period set out in Article 4 (with the exception of work/results relating to the submission of the final periodic report, which may be achieved afterwards; see Article 21)

They will be calculated on the basis of the amounts set out in Annex 2.

⁸ For the definition, see Article 180(2)(a) EU Financial Regulation 2018/1046: '**action grant**' means an EU grant to finance "an action intended to help achieve a Union policy objective".

⁹ See Article 125 EU Financial Regulation 2018/1046.

6.3 Ineligible contributions

‘Ineligible contributions’ are:

- (a) lump sum contributions that do not comply with the conditions set out above (see Article 6.1 and 6.2)
- (b) lump sum contributions for activities already funded under other EU grants (or grants awarded by an EU Member State, non-EU country or other body implementing the EU budget), except for the following case:
 - (i) Synergy actions: not applicable
- (c) other:
 - (i) country restrictions for eligible costs: not applicable.

6.4 Consequences of non-compliance

If a beneficiary declares lump sum contributions that are ineligible, they will be rejected (see Article 27).

This may also lead to other measures described in Chapter 5.

CHAPTER 4 GRANT IMPLEMENTATION

SECTION 1 CONSORTIUM: BENEFICIARIES, AFFILIATED ENTITIES AND OTHER PARTICIPANTS

ARTICLE 7 — BENEFICIARIES

The beneficiaries, as signatories of the Agreement, are fully responsible towards the granting authority for implementing it and for complying with all its obligations.

They must implement the Agreement to their best abilities, in good faith and in accordance with all the obligations and terms and conditions it sets out.

They must have the appropriate resources to implement the action and implement the action under their own responsibility and in accordance with Article 11. If they rely on affiliated entities or other participants (see Articles 8 and 9), they retain sole responsibility towards the granting authority and the other beneficiaries.

They are jointly responsible for the *technical* implementation of the action. If one of the beneficiaries fails to implement their part of the action, the other beneficiaries must ensure that this part is implemented by someone else (without being entitled to an increase of the maximum grant amount and subject to an amendment; see Article 39). The *financial* responsibility of each beneficiary in case of recoveries is governed by Article 22.

The beneficiaries (and their action) must remain eligible under the EU programme funding the grant

for the entire duration of the action. Lump sum contributions will be eligible only as long as the beneficiary and the action are eligible.

The **internal roles and responsibilities** of the beneficiaries are divided as follows:

(a) Each beneficiary must:

- (i) keep information stored in the Portal Participant Register up to date (see Article 19)
- (ii) inform the granting authority (and the other beneficiaries) immediately of any events or circumstances likely to affect significantly or delay the implementation of the action (see Article 19)
- (iii) submit to the coordinator in good time:
 - the prefinancing guarantees (if required; see Article 23)
 - the financial statements and certificates on the financial statements (CFS): not applicable
 - the contribution to the deliverables and technical reports (see Article 21)
 - any other documents or information required by the granting authority under the Agreement
- (iv) submit via the Portal data and information related to the participation of their affiliated entities.

(b) The coordinator must:

- (i) monitor that the action is implemented properly (see Article 11)
- (ii) act as the intermediary for all communications between the consortium and the granting authority, unless the Agreement or granting authority specifies otherwise, and in particular:
 - submit the prefinancing guarantees to the granting authority (if any)
 - request and review any documents or information required and verify their quality and completeness before passing them on to the granting authority
 - submit the deliverables and reports to the granting authority
 - inform the granting authority about the payments made to the other beneficiaries (report on the distribution of payments; if required, see Articles 22 and 32)
- (iii) distribute the payments received from the granting authority to the other beneficiaries without unjustified delay (see Article 22).

The coordinator may not delegate or subcontract the above-mentioned tasks to any other beneficiary or third party (including affiliated entities).

However, coordinators which are public bodies may delegate the tasks set out in Point (b)(ii) last

indent and (iii) above to entities with ‘authorisation to administer’ which they have created or which are controlled by or affiliated to them. In this case, the coordinator retains sole responsibility for the payments and for compliance with the obligations under the Agreement.

Moreover, coordinators which are ‘sole beneficiaries’¹⁰ (or similar, such as European research infrastructure consortia (ERICs)) may delegate the tasks set out in Point (b)(i) to (iii) above to one of their members. The coordinator retains sole responsibility for compliance with the obligations under the Agreement.

The beneficiaries must have **internal arrangements** regarding their operation and co-ordination, to ensure that the action is implemented properly.

If required by the granting authority (see Data Sheet, Point 1), these arrangements must be set out in a written **consortium agreement** between the beneficiaries, covering for instance:

- the internal organisation of the consortium
- the management of access to the Portal
- different distribution keys for the payments and financial responsibilities in case of recoveries (if any)
- additional rules on rights and obligations related to background and results (see Article 16)
- settlement of internal disputes
- liability, indemnification and confidentiality arrangements between the beneficiaries.

The internal arrangements must not contain any provision contrary to this Agreement.

ARTICLE 8 — AFFILIATED ENTITIES

Not applicable

ARTICLE 9 — OTHER PARTICIPANTS INVOLVED IN THE ACTION

9.1 Associated partners

The following entities which cooperate with a beneficiary will participate in the action as ‘associated partners’:

- **INSTITUTE OF HIGHER EDUCATION KING DANYLO UNIVERSITY (UKD), PIC 884964175**

Associated partners must implement the action tasks attributed to them in Annex 1 in accordance with Article 11. They may not charge contributions to the action (no lump sum contributions) and the costs for their tasks are not eligible (may not be included in the estimated budget in Annex 2).

¹⁰ For the definition, see Article 187(2) EU Financial Regulation 2018/1046: “Where several entities satisfy the criteria for being awarded a grant and together form one entity, that entity may be treated as the **sole beneficiary**, including where it is specifically established for the purpose of implementing the action financed by the grant.”

The tasks must be set out in Annex 1.

The beneficiaries must ensure that their contractual obligations under Articles 11 (proper implementation), 12 (conflict of interests), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) also apply to the associated partners.

The beneficiaries must ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the associated partners.

9.2 Third parties giving in-kind contributions to the action

Other third parties may give in-kind contributions to the action (i.e. personnel, equipment, other goods, works and services, etc. which are free-of-charge), if necessary for the implementation.

Third parties giving in-kind contributions do not implement any action tasks. They may not charge contributions to the action (no lump sum contributions) and the costs for the in-kind contributions are not eligible (may not be included in the estimated budget in Annex 2).

The third parties and their in-kind contributions should be set out in Annex 1.

9.3 Subcontractors

Subcontractors may participate in the action, if necessary for the implementation.

Subcontractors must implement their action tasks in accordance with Article 11. The beneficiaries' costs for subcontracting are considered entirely covered by the lump sum contributions for implementing the work packages (irrespective of the actual subcontracting costs incurred, if any).

The beneficiaries must ensure that their contractual obligations under Articles 11 (proper implementation), 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) also apply to the subcontractors.

The beneficiaries must ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the subcontractors.

9.4 Recipients of financial support to third parties

If the action includes providing financial support to third parties (e.g. grants, prizes or similar forms of support), the beneficiaries must ensure that their contractual obligations under Articles 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) also apply to the third parties receiving the support (recipients).

The beneficiaries must also ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the recipients.

ARTICLE 10 — PARTICIPANTS WITH SPECIAL STATUS

10.1 Non-EU participants

Participants which are established in a non-EU country (if any) undertake to comply with their obligations under the Agreement and:

- to respect general principles (including fundamental rights, values and ethical principles, environmental and labour standards, rules on classified information, intellectual property rights, visibility of funding and protection of personal data)
- for the submission of certificates under Article 24: use qualified external auditors which are independent and comply with comparable standards as those set out in EU Directive 2006/43/EC¹¹
- for the controls under Article 25: allow for checks, reviews, audits and investigations (including on-the-spot checks, visits and inspections) by the bodies mentioned in that Article (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.).

Special rules on dispute settlement apply (see Data Sheet, Point 5).

10.2 Participants which are international organisations

Participants which are international organisations (IOs; if any) undertake to comply with their obligations under the Agreement and:

- to respect general principles (including fundamental rights, values and ethical principles, environmental and labour standards, rules on classified information, intellectual property rights, visibility of funding and protection of personal data)
- for the submission of certificates under Article 24: to use either independent public officers or external auditors which comply with comparable standards as those set out in EU Directive 2006/43/EC
- for the controls under Article 25: to allow for the checks, reviews, audits and investigations by the bodies mentioned in that Article, taking into account the specific agreements concluded by them and the EU (if any).

For such participants, nothing in the Agreement will be interpreted as a waiver of their privileges or immunities, as accorded by their constituent documents or international law.

Special rules on applicable law and dispute settlement apply (see Article 43 and Data Sheet, Point 5).

10.3 Pillar-assessed participants

Pillar-assessed participants (if any) may rely on their own systems, rules and procedures, in so far as they have been positively assessed and do not call into question the decision awarding the grant or breach the principle of equal treatment of applicants or beneficiaries.

‘Pillar-assessment’ means a review by the European Commission on the systems, rules and procedures which participants use for managing EU grants (in particular internal control system, accounting system, external audits, financing of third parties, rules on recovery and exclusion, information on recipients and protection of personal data; see Article 154 EU Financial Regulation 2018/1046).

¹¹ Directive 2006/43/EC of the European Parliament and of the Council of 17 May 2006 on statutory audits of annual accounts and consolidated accounts or similar national regulations (OJ L 157, 9.6.2006, p. 87).

Participants with a positive pillar assessment may rely on their own systems, rules and procedures, in particular for:

- record-keeping (Article 20): may be done in accordance with internal standards, rules and procedures
- currency conversion for financial statements (Article 21): may be done in accordance with usual accounting practices
- guarantees (Article 23): for public law bodies, prefinancing guarantees are not needed
- certificates (Article 24):
 - certificates on the financial statements (CFS): may be provided by their regular internal or external auditors and in accordance with their internal financial regulations and procedures
 - certificates on usual accounting practices (CoMUC): are not needed if those practices are covered by an ex-ante assessment

and use the following specific rules, for:

- recoveries (Article 22): in case of financial support to third parties, there will be no recovery if the participant has done everything possible to retrieve the undue amounts from the third party receiving the support (including legal proceedings) and non-recovery is not due to an error or negligence on its part
- checks, reviews, audits and investigations by the EU (Article 25): will be conducted taking into account the rules and procedures specifically agreed between them and the framework agreement (if any)
- impact evaluation (Article 26): will be conducted in accordance with the participant's internal rules and procedures and the framework agreement (if any)
- grant agreement suspension (Article 31): certain costs incurred during grant suspension are eligible (notably, minimum costs necessary for a possible resumption of the action and costs relating to contracts which were entered into before the pre-information letter was received and which could not reasonably be suspended, reallocated or terminated on legal grounds)
- grant agreement termination (Article 32): the final grant amount and final payment will be calculated taking into account also costs relating to contracts due for execution only after termination takes effect, if the contract was entered into before the pre-information letter was received and could not reasonably be terminated on legal grounds
- liability for damages (Article 33.2): the granting authority must be compensated for damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement only if the damage is due to an infringement of the participant's internal rules and procedures or due to a violation of third parties' rights by the participant or one of its employees or individual for whom the employees are responsible.

Participants whose pillar assessment covers procurement and granting procedures may also do

purchases, subcontracting and financial support to third parties (Article 6.2) in accordance with their internal rules and procedures for purchases, subcontracting and financial support.

Participants whose pillar assessment covers data protection rules may rely on their internal standards, rules and procedures for data protection (Article 15).

The participants may however not rely on provisions which would breach the principle of equal treatment of applicants or beneficiaries or call into question the decision awarding the grant, such as in particular:

- eligibility (Article 6)
- consortium roles and set-up (Articles 7-9)
- security and ethics (Articles 13, 14)
- IPR (including background and results, access rights and rights of use), communication, dissemination and visibility (Articles 16 and 17)
- information obligation (Article 19)
- payment, reporting and amendments (Articles 21, 22 and 39)
- rejections, reductions, suspensions and terminations (Articles 27, 28, 29-32)

If the pillar assessment was subject to remedial measures, reliance on the internal systems, rules and procedures is subject to compliance with those remedial measures.

Participants whose assessment has not yet been updated to cover (the new rules on) data protection may rely on their internal systems, rules and procedures, provided that they ensure that personal data is:

- processed lawfully, fairly and in a transparent manner in relation to the data subject
- collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed
- accurate and, where necessary, kept up to date
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed and
- processed in a manner that ensures appropriate security of the personal data.

Participants must inform the coordinator without delay of any changes to the systems, rules and procedures that were part of the pillar assessment. The coordinator must immediately inform the granting authority.

Pillar-assessed participants that have also concluded a framework agreement with the EU, may moreover — under the same conditions as those above (i.e. not call into question the decision awarding

the grant or breach the principle of equal treatment of applicants or beneficiaries) — rely on provisions set out in that framework agreement.

SECTION 2 RULES FOR CARRYING OUT THE ACTION

ARTICLE 11 — PROPER IMPLEMENTATION OF THE ACTION

11.1 Obligation to properly implement the action

The beneficiaries must implement the action as described in Annex 1 and in compliance with the provisions of the Agreement, the call conditions and all legal obligations under applicable EU, international and national law.

11.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 12 — CONFLICT OF INTERESTS

12.1 Conflict of interests

The beneficiaries must take all measures to prevent any situation where the impartial and objective implementation of the Agreement could be compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other direct or indirect interest ('conflict of interests').

They must formally notify the granting authority without delay of any situation constituting or likely to lead to a conflict of interests and immediately take all the necessary steps to rectify this situation.

The granting authority may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline.

12.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28) and the grant or the beneficiary may be terminated (see Article 32).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 13 — CONFIDENTIALITY AND SECURITY

13.1 Sensitive information

The parties must keep confidential any data, documents or other material (in any form) that is identified as sensitive in writing ('sensitive information') — during the implementation of the action and for at least until the time-limit set out in the Data Sheet (see Point 6).

If a beneficiary requests, the granting authority may agree to keep such information confidential for a longer period.

Unless otherwise agreed between the parties, they may use sensitive information only to implement the Agreement.

The beneficiaries may disclose sensitive information to their personnel or other participants involved in the action only if they:

- (a) need to know it in order to implement the Agreement and
- (b) are bound by an obligation of confidentiality.

The granting authority may disclose sensitive information to its staff and to other EU institutions and bodies.

It may moreover disclose sensitive information to third parties, if:

- (a) this is necessary to implement the Agreement or safeguard the EU financial interests and
- (b) the recipients of the information are bound by an obligation of confidentiality.

The confidentiality obligations no longer apply if:

- (a) the disclosing party agrees to release the other party
- (b) the information becomes publicly available, without breaching any confidentiality obligation
- (c) the disclosure of the sensitive information is required by EU, international or national law.

Specific confidentiality rules (if any) are set out in Annex 5.

13.2 Classified information

The parties must handle classified information in accordance with the applicable EU, international or national law on classified information (in particular, Decision 2015/444¹² and its implementing rules).

Deliverables which contain classified information must be submitted according to special procedures agreed with the granting authority.

Action tasks involving classified information may be subcontracted only after explicit approval (in writing) from the granting authority.

Classified information may not be disclosed to any third party (including participants involved in the action implementation) without prior explicit written approval from the granting authority.

Specific security rules (if any) are set out in Annex 5.

13.3 Consequences of non-compliance

¹² Commission Decision 2015/444/EC, Euratom of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53).

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 14 — ETHICS AND VALUES

14.1 Ethics

The action must be carried out in line with the highest ethical standards and the applicable EU, international and national law on ethical principles.

Specific ethics rules (if any) are set out in Annex 5.

14.2 Values

The beneficiaries must commit to and ensure the respect of basic EU values (such as respect for human dignity, freedom, democracy, equality, the rule of law and human rights, including the rights of minorities).

Specific rules on values (if any) are set out in Annex 5.

14.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 15 — DATA PROTECTION

15.1 Data processing by the granting authority

Any personal data under the Agreement will be processed under the responsibility of the data controller of the granting authority in accordance with and for the purposes set out in the Portal Privacy Statement.

For grants where the granting authority is the European Commission, an EU regulatory or executive agency, joint undertaking or other EU body, the processing will be subject to Regulation 2018/1725¹³.

15.2 Data processing by the beneficiaries

The beneficiaries must process personal data under the Agreement in compliance with the applicable EU, international and national law on data protection (in particular, Regulation 2016/679¹⁴).

¹³ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39).

¹⁴ Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC ('GDPR') (OJ L 119, 4.5.2016, p. 1).

They must ensure that personal data is:

- processed lawfully, fairly and in a transparent manner in relation to the data subjects
- collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed
- accurate and, where necessary, kept up to date
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed and
- processed in a manner that ensures appropriate security of the data.

The beneficiaries may grant their personnel access to personal data only if it is strictly necessary for implementing, managing and monitoring the Agreement. The beneficiaries must ensure that the personnel is under a confidentiality obligation.

The beneficiaries must inform the persons whose data are transferred to the granting authority and provide them with the Portal Privacy Statement.

15.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 16 — INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS — ACCESS RIGHTS AND RIGHTS OF USE

16.1 Background and access rights to background

The beneficiaries must give each other and the other participants access to the background identified as needed for implementing the action, subject to any specific rules in Annex 5.

‘Background’ means any data, know-how or information — whatever its form or nature (tangible or intangible), including any rights such as intellectual property rights — that is:

- (a) held by the beneficiaries before they acceded to the Agreement and
- (b) needed to implement the action or exploit the results.

If background is subject to rights of a third party, the beneficiary concerned must ensure that it is able to comply with its obligations under the Agreement.

16.2 Ownership of results

The granting authority does not obtain ownership of the results produced under the action.

‘Results’ means any tangible or intangible effect of the action, such as data, know-how or information, whatever its form or nature, whether or not it can be protected, as well as any rights attached to it, including intellectual property rights.

16.3 Rights of use of the granting authority on materials, documents and information received for policy, information, communication, dissemination and publicity purposes

The granting authority has the right to use non-sensitive information relating to the action and materials and documents received from the beneficiaries (notably summaries for publication, deliverables, as well as any other material, such as pictures or audio-visual material, in paper or electronic form) for policy information, communication, dissemination and publicity purposes — during the action or afterwards.

The right to use the beneficiaries’ materials, documents and information is granted in the form of a royalty-free, non-exclusive and irrevocable licence, which includes the following rights:

- (a) **use for its own purposes** (in particular, making them available to persons working for the granting authority or any other EU service (including institutions, bodies, offices, agencies, etc.) or EU Member State institution or body; copying or reproducing them in whole or in part, in unlimited numbers; and communication through press information services)
- (b) **distribution to the public** (in particular, publication as hard copies and in electronic or digital format, publication on the internet, as a downloadable or non-downloadable file, broadcasting by any channel, public display or presentation, communicating through press information services, or inclusion in widely accessible databases or indexes)
- (c) **editing or redrafting** (including shortening, summarising, inserting other elements (e.g. meta-data, legends, other graphic, visual, audio or text elements), extracting parts (e.g. audio or video files), dividing into parts, use in a compilation)
- (d) **translation**
- (e) **storage** in paper, electronic or other form
- (f) **archiving**, in line with applicable document-management rules
- (g) the right to authorise **third parties** to act on its behalf or sub-license to third parties the modes of use set out in Points (b), (c), (d) and (f), if needed for the information, communication and publicity activity of the granting authority and
- (h) **processing**, analysing, aggregating the materials, documents and information received and **producing derivative works**.

The rights of use are granted for the whole duration of the industrial or intellectual property rights concerned.

If materials or documents are subject to moral rights or third party rights (including intellectual property rights or rights of natural persons on their image and voice), the beneficiaries must ensure that they comply with their obligations under this Agreement (in particular, by obtaining the necessary licences and authorisations from the rights holders concerned).

Where applicable, the granting authority will insert the following information:

“© – [year] – [name of the copyright owner]. All rights reserved. Licensed to the [name of granting authority] under conditions.”

16.4 Specific rules on IPR, results and background

Specific rules regarding intellectual property rights, results and background (if any) are set out in Annex 5.

16.5 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such a breach may also lead to other measures described in Chapter 5.

ARTICLE 17 — COMMUNICATION, DISSEMINATION AND VISIBILITY

17.1 Communication — Dissemination — Promoting the action

Unless otherwise agreed with the granting authority, the beneficiaries must promote the action and its results by providing targeted information to multiple audiences (including the media and the public), in accordance with Annex 1 and in a strategic, coherent and effective manner.

Before engaging in a communication or dissemination activity expected to have a major media impact, the beneficiaries must inform the granting authority.

17.2 Visibility — European flag and funding statement

Unless otherwise agreed with the granting authority, communication activities of the beneficiaries related to the action (including media relations, conferences, seminars, information material, such as brochures, leaflets, posters, presentations, etc., in electronic form, via traditional or social media, etc.), dissemination activities and any infrastructure, equipment, vehicles, supplies or major result funded by the grant must acknowledge the EU support and display the European flag (emblem) and funding statement (translated into local languages, where appropriate):



Funded by the
European Union



Co-funded by the
European Union



Funded by the
European Union



Co-funded by the
European Union

The emblem must remain distinct and separate and cannot be modified by adding other visual marks, brands or text.

Apart from the emblem, no other visual identity or logo may be used to highlight the EU support.

When displayed in association with other logos (e.g. of beneficiaries or sponsors), the emblem must be displayed at least as prominently and visibly as the other logos.

For the purposes of their obligations under this Article, the beneficiaries may use the emblem without first obtaining approval from the granting authority. This does not, however, give them the right to exclusive use. Moreover, they may not appropriate the emblem or any similar trademark or logo, either by registration or by any other means.

17.3 Quality of information — Disclaimer

Any communication or dissemination activity related to the action must use factually accurate information.

Moreover, it must indicate the following disclaimer (translated into local languages where appropriate):

“Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or [name of the granting authority]. Neither the European Union nor the granting authority can be held responsible for them.”

17.4 Specific communication, dissemination and visibility rules

Specific communication, dissemination and visibility rules (if any) are set out in Annex 5.

17.5 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 18 — SPECIFIC RULES FOR CARRYING OUT THE ACTION

Not applicable

SECTION 3 GRANT ADMINISTRATION

ARTICLE 19 — GENERAL INFORMATION OBLIGATIONS

19.1 Information requests

The beneficiaries must provide — during the action or afterwards and in accordance with Article 7 — any information requested in order to verify eligibility of the lump sum contributions declared, proper implementation of the action and compliance with the other obligations under the Agreement.

The information provided must be accurate, precise and complete and in the format requested, including electronic format.

19.2 Participant Register data updates

The beneficiaries must keep — at all times, during the action or afterwards — their information stored in the Portal Participant Register up to date, in particular, their name, address, legal representatives, legal form and organisation type.

19.3 Information about events and circumstances which impact the action

The beneficiaries must immediately inform the granting authority (and the other beneficiaries) of any of the following:

- (a) **events** which are likely to affect or delay the implementation of the action or affect the EU's financial interests, in particular:
 - (i) changes in their legal, financial, technical, organisational or ownership situation (including changes linked to one of the exclusion grounds listed in the declaration of honour signed before grant signature)
 - (ii) linked action information: not applicable
- (b) **circumstances** affecting:
 - (i) the decision to award the grant or
 - (ii) compliance with requirements under the Agreement.

19.4 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 20 — RECORD-KEEPING

20.1 Keeping records and supporting documents

The beneficiaries must — at least until the time-limit set out in the Data Sheet (see Point 6) — keep records and other supporting documents to prove the proper implementation of the action (proper implementation of the work and/or achievement of the results as described in Annex 1) in line with the

accepted standards in the respective field (if any); beneficiaries do not need to keep specific records on the actual costs incurred.

The records and supporting documents must be made available upon request (see Article 19) or in the context of checks, reviews, audits or investigations (see Article 25).

If there are on-going checks, reviews, audits, investigations, litigation or other pursuits of claims under the Agreement (including the extension of findings; see Article 25), the beneficiaries must keep these records and other supporting documentation until the end of these procedures.

The beneficiaries must keep the original documents. Digital and digitalised documents are considered originals if they are authorised by the applicable national law. The granting authority may accept non-original documents if they offer a comparable level of assurance.

20.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, lump sum contributions insufficiently substantiated will be ineligible (see Article 6) and will be rejected (see Article 27), and the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 21 — REPORTING

21.1 Continuous reporting

The beneficiaries must continuously report on the progress of the action (e.g. **deliverables, milestones, outputs/outcomes, critical risks, indicators**, etc; if any), in the Portal Continuous Reporting tool and in accordance with the timing and conditions it sets out (as agreed with the granting authority).

Standardised deliverables (e.g. progress reports not linked to payments, reports on cumulative expenditure, special reports, etc; if any) must be submitted using the templates published on the Portal.

21.2 Periodic reporting: Technical reports and financial statements

In addition, the beneficiaries must provide reports to request payments, in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2):

- for additional prefinancings (if any): **an additional prefinancing report**
- for interim payments (if any) and the final payment: a **periodic report**

The prefinancing and periodic reports include a technical and financial part.

The technical part includes an overview of the action implementation. It must be prepared using the template available in the Portal Periodic Reporting tool.

The financial part of the additional prefinancing report includes a statement on the use of the previous prefinancing payment.

The financial part of the periodic report includes:

- the financial statement (consolidated statement for the consortium)
- the explanation on the use of resources (or detailed cost reporting table): not applicable
- the certificates on the financial statements (CFS): not applicable.

The **financial statement** must contain the lump sum contributions indicated in Annex 2, for the work packages that were completed during the reporting period.

For the last reporting period, the beneficiaries may exceptionally also declare partial lump sum contributions for work packages that were not completed (e.g. due to force majeure or technical impossibility).

Lump sum contributions which are not declared in a financial statement will not be taken into account by the granting authority.

By signing the financial statement (directly in the Portal Periodic Reporting tool), the coordinator confirms (on behalf of the consortium) that:

- the information provided is complete, reliable and true
- the lump sum contributions declared are eligible (in particular, the work packages have been completed, that the work has been properly implemented and/or the results were achieved in accordance with Annex 1; see Article 6)
- the proper implementation and/or achievement can be substantiated by adequate records and supporting documents (see Article 20) that will be produced upon request (see Article 19) or in the context of checks, reviews, audits and investigations (see Article 25).

In case of recoveries (see Article 22), beneficiaries will be held responsible also for the lump sum contributions declared for their affiliated entities (if any).

21.3 Currency for financial statements and conversion into euros

The financial statements must be drafted in euro.

21.4 Reporting language

The reporting must be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

21.5 Consequences of non-compliance

If a report submitted does not comply with this Article, the granting authority may suspend the payment deadline (see Article 29) and apply other measures described in Chapter 5.

If the coordinator breaches its reporting obligations, the granting authority may terminate the grant or the coordinator's participation (see Article 32) or apply other measures described in Chapter 5.

ARTICLE 22 — PAYMENTS AND RECOVERIES — CALCULATION OF AMOUNTS DUE

22.1 Payments and payment arrangements

Payments will be made in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2).

They will be made in euro to the bank account indicated by the coordinator (see Data Sheet, Point 4.2) and must be distributed without unjustified delay (restrictions may apply to distribution of the initial prefinancing payment; see Data Sheet, Point 4.2).

Payments to this bank account will discharge the granting authority from its payment obligation.

The cost of payment transfers will be borne as follows:

- the granting authority bears the cost of transfers charged by its bank
- the beneficiary bears the cost of transfers charged by its bank
- the party causing a repetition of a transfer bears all costs of the repeated transfer.

Payments by the granting authority will be considered to have been carried out on the date when they are debited to its account.

22.2 Recoveries

Recoveries will be made, if — at beneficiary termination, final payment or afterwards — it turns out that the granting authority has paid too much and needs to recover the amounts undue.

The general liability regime for recoveries (first-line liability) is as follows: At final payment, the coordinator will be fully liable for recoveries, even if it has not been the final recipient of the undue amounts. At beneficiary termination or after final payment, recoveries will be made directly against the beneficiaries concerned.

Beneficiaries will be fully liable for repaying the debts of their affiliated entities.

In case of enforced recoveries (see Article 22.4):

- the beneficiaries will be jointly and severally liable for repaying debts of another beneficiary under the Agreement (including late-payment interest), if required by the granting authority (see Data Sheet, Point 4.4)
- affiliated entities will be held liable for repaying debts of their beneficiaries under the Agreement (including late-payment interest), if required by the granting authority (see Data Sheet, Point 4.4).

22.3 Amounts due

22.3.1 Prefinancing payments

The aim of the prefinancing is to provide the beneficiaries with a float.

It remains the property of the EU until the final payment.

For **initial prefinancings** (if any), the amount due, schedule and modalities are set out in the Data Sheet (see Point 4.2).

For **additional prefinancings** (if any), the amount due, schedule and modalities are also set out in the Data Sheet (see Point 4.2). However, if the statement on the use of the previous prefinancing payment shows that less than 70% was used, the amount set out in the Data Sheet will be reduced by the difference between the 70% threshold and the amount used.

Prefinancing payments (or parts of them) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

22.3.2 Amount due at beneficiary termination — Recovery

In case of beneficiary termination, the granting authority will determine the provisional amount due for the beneficiary concerned.

This will be done on the basis of work packages already completed in previous interim payments. Payments for ongoing/not yet completed work packages which the beneficiary was working on before termination (if any) will therefore be made only later on, with the next interim or final payments when those work packages have been completed.

The **amount due** will be calculated in the following step:

Step 1 — Calculation of the total accepted EU contribution

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the 'accepted EU contribution' for the beneficiary, on the basis of the beneficiary's lump sum contributions for the work packages which were approved in previous interim payments.

After that, the granting authority will take into account grant reductions (if any). The resulting amount is the 'total accepted EU contribution' for the beneficiary.

The **balance** is then calculated by deducting the payments received (if any; see report on the distribution of payments in Article 32), from the total accepted EU contribution:

$$\left\{ \begin{array}{l} \text{total accepted EU contribution for the beneficiary} \\ \text{minus} \\ \text{prefinancing and interim payments received (if any)} \end{array} \right\}.$$

If the balance is **negative**, it will be **recovered** in accordance with the following procedure:

The granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to recover, the amount due, the amount to be recovered and the reasons why and
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered and ask this amount to be paid to the coordinator (**confirmation letter**).

22.3.3 Interim payments

Interim payments reimburse the eligible lump sum contributions claimed for work packages implemented during the reporting periods (if any).

Interim payments (if any) will be made in accordance with the schedule and modalities set out the Data Sheet (see Point 4.2).

Payment is subject to the approval of the periodic report and the work packages declared. Their approval does not imply recognition of compliance, authenticity, completeness or correctness of their content.

Incomplete work packages and work packages that have not been delivered or cannot be approved will be rejected (see Article 27).

The **interim payment** will be calculated by the granting authority in the following steps:

Step 1 — Calculation of the total accepted EU contribution

Step 2 — Limit to the interim payment ceiling

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the ‘accepted EU contribution’ for the action for the reporting period, by calculating the lump sum contributions for the approved work packages.

After that, the granting authority will take into account grant reductions from beneficiary termination (if any). The resulting amount is the ‘total accepted EU contribution’.

Step 2 — Limit to the interim payment ceiling

The resulting amount is then capped to ensure that the total amount of prefinancing and interim payments (if any) does not exceed the interim payment ceiling set out in the Data Sheet (see Point 4.2).

Interim payments (or parts of them) may be offset (without the beneficiaries’ consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

22.3.4 Final payment — Final grant amount — Revenues and Profit — Recovery

The final payment (payment of the balance) reimburses the remaining eligible lump sum contributions claimed for the implemented work packages (if any).

The final payment will be made in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2).

Payment is subject to the approval of the final periodic report and the work packages declared. Their approval does not imply recognition of compliance, authenticity, completeness or correctness of their content.

Work packages (or parts of them) that have not been delivered or cannot be approved will be rejected (see Article 27).

The **final grant amount for the action** will be calculated in the following steps:

Step 1 — Calculation of the total accepted EU contribution

Step 2 — Limit to the maximum grant amount

Step 3 — Reduction due to the no-profit rule

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the ‘accepted EU contribution’ for the action for all reporting periods, by calculating the lump sum contributions for the approved work packages.

After that, the granting authority will take into account grant reductions (if any). The resulting amount is the ‘total accepted EU contribution’.

Step 2 — Limit to the maximum grant amount

Not applicable

Step 3 — Reduction due to the no-profit rule

Not applicable

The **balance** (final payment) is then calculated by deducting the total amount of prefinancing and interim payments already made (if any), from the final grant amount:

$$\left. \begin{array}{l} \{\text{final grant amount} \\ \text{minus} \\ \{\text{prefinancing and interim payments made (if any)}\} \} \end{array} \right\}$$

If the balance is **positive**, it will be **paid** to the coordinator.

The final payment (or part of it) may be offset (without the beneficiaries’ consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency,

offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

If the balance is **negative**, it will be **recovered** in accordance with the following procedure:

The granting authority will send a **pre-information letter** to the coordinator:

- formally notifying the intention to recover, the final grant amount, the amount to be recovered and the reasons why
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered (**confirmation letter**), together with a **debit note** with the terms and date for payment.

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

22.3.5 Audit implementation after final payment — Revised final grant amount — Recovery

If — after the final payment (in particular, after checks, reviews, audits or investigations; see Article 25) — the granting authority rejects lump sum contributions (see Article 27) or reduces the grant (see Article 28), it will calculate the **revised final grant amount** for the beneficiary concerned.

The **beneficiary revised final grant amount** will be calculated in the following step:

Step 1 — Calculation of the revised total accepted EU contribution

Step 1 — Calculation of the revised total accepted EU contribution

The granting authority will first calculate the ‘revised accepted EU contribution’ for the beneficiary, by calculating the ‘revised accepted contributions’.

After that, it will take into account grant reductions (if any). The resulting ‘revised total accepted EU contribution’ is the beneficiary revised final grant amount.

If the revised final grant amount is lower than the beneficiary’s final grant amount (i.e. its share in the final grant amount for the action), it will be **recovered** in accordance with the following procedure:

The **beneficiary final grant amount** (i.e. share in the final grant amount for the action) is calculated as follows:

$$\left\{ \begin{array}{l} \text{total accepted EU contribution for the beneficiary} \\ \text{divided by} \\ \text{total accepted EU contribution for the action} \end{array} \right\}$$

$$\times \left\{ \begin{array}{l} \text{multiplied by} \\ \text{final grant amount for the action} \end{array} \right\}.$$

The granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to recover, the amount to be recovered and the reasons why and
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered (**confirmation letter**), together with a **debit note** with the terms and the date for payment.

Recoveries against affiliated entities (if any) will be handled through their beneficiaries.

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

22.4 Enforced recovery

If payment is not made by the date specified in the debit note, the amount due will be recovered:

- (a) by offsetting the amount — without the coordinator or beneficiary's consent — against any amounts owed to the coordinator or beneficiary by the granting authority.

In exceptional circumstances, to safeguard the EU financial interests, the amount may be offset before the payment date specified in the debit note.

For grants where the granting authority is the European Commission or an EU executive agency, debts may also be offset against amounts owed by other Commission services or executive agencies.

- (b) by drawing on the financial guarantee(s) (if any)
- (c) by holding other beneficiaries jointly and severally liable (if any; see Data Sheet, Point 4.4)
- (d) by holding affiliated entities jointly and severally liable (if any, see Data Sheet, Point 4.4)
- (e) by taking legal action (see Article 43) or, provided that the granting authority is the European Commission or an EU executive agency, by adopting an enforceable decision under Article 299 of the Treaty on the Functioning of the EU (TFEU) and Article 100(2) of EU Financial Regulation 2018/1046.

The amount to be recovered will be increased by **late-payment interest** at the rate set out in Article 23.5, from the day following the payment date in the debit note, up to and including the date the full payment is received.

Partial payments will be first credited against expenses, charges and late-payment interest and then against the principal.

Bank charges incurred in the recovery process will be borne by the beneficiary, unless Directive 2015/2366¹⁵ applies.

¹⁵ Directive (EU) 2015/2366 of the European Parliament and of the Council of 25 November 2015 on payment services in the internal market, amending Directives 2002/65/EC, 2009/110/EC and 2013/36/EU and Regulation (EU) No 1093/2010, and repealing Directive 2007/64/EC (OJ L 337, 23.12.2015, p. 35).

For grants where the granting authority is an EU executive agency, enforced recovery by offsetting or enforceable decision will be done by the services of the European Commission (see also Article 43).

22.5 Consequences of non-compliance

22.5.1 If the granting authority does not pay within the payment deadlines (see above), the beneficiaries are entitled to **late-payment interest** at the reference rate applied by the European Central Bank (ECB) for its main refinancing operations in euros, plus the percentage specified in the Data Sheet (Point 4.2). The ECB reference rate to be used is the rate in force on the first day of the month in which the payment deadline expires, as published in the C series of the *Official Journal of the European Union*.

If the late-payment interest is lower than or equal to EUR 200, it will be paid to the coordinator only on request submitted within two months of receiving the late payment.

Late-payment interest is not due if all beneficiaries are EU Member States (including regional and local government authorities or other public bodies acting on behalf of a Member State for the purpose of this Agreement).

If payments or the payment deadline are suspended (see Articles 29 and 30), payment will not be considered as late.

Late-payment interest covers the period running from the day following the due date for payment (see above), up to and including the date of payment.

Late-payment interest is not considered for the purposes of calculating the final grant amount.

22.5.2 If the coordinator breaches any of its obligations under this Article, the grant may be reduced (see Article 28) and the grant or the coordinator may be terminated (see Article 32).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 23 — GUARANTEES

23.1 Prefinancing guarantee

If required by the granting authority (see Data Sheet, Point 4.2), the beneficiaries must provide (one or more) prefinancing guarantee(s) in accordance with the timing and the amounts set out in the Data Sheet.

The coordinator must submit them to the granting authority in due time before the prefinancing they are linked to.

The guarantees must be drawn up using the template published on the Portal and fulfil the following conditions:

- (a) be provided by a bank or approved financial institution established in the EU or — if requested by the coordinator and accepted by the granting authority — by a third party or a bank or financial institution established outside the EU offering equivalent security
- (b) the guarantor stands as first-call guarantor and does not require the granting authority to first have recourse against the principal debtor (i.e. the beneficiary concerned) and

- (c) remain explicitly in force until the final payment and, if the final payment takes the form of a recovery, until five months after the debit note is notified to a beneficiary.

They will be released within the following month.

23.2 Consequences of non-compliance

If the beneficiaries breach their obligation to provide the prefinancing guarantee, the prefinancing will not be paid.

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 24 — CERTIFICATES

Not applicable

ARTICLE 25 — CHECKS, REVIEWS, AUDITS AND INVESTIGATIONS — EXTENSION OF FINDINGS

25.1 Granting authority checks, reviews and audits

25.1.1 Internal checks

The granting authority may — during the action or afterwards — check the proper implementation of the action and compliance with the obligations under the Agreement, including assessing lump sum contributions, deliverables and reports.

25.1.2 Project reviews

The granting authority may carry out reviews on the proper implementation of the action and compliance with the obligations under the Agreement (general project reviews or specific issues reviews).

Such project reviews may be started during the implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the coordinator or beneficiary concerned and will be considered to start on the date of the notification.

If needed, the granting authority may be assisted by independent, outside experts. If it uses outside experts, the coordinator or beneficiary concerned will be informed and have the right to object on grounds of commercial confidentiality or conflict of interest.

The coordinator or beneficiary concerned must cooperate diligently and provide — within the deadline requested — any information and data in addition to deliverables and reports already submitted. The granting authority may request beneficiaries to provide such information to it directly. Sensitive information and documents will be treated in accordance with Article 13.

The coordinator or beneficiary concerned may be requested to participate in meetings, including with the outside experts.

For **on-the-spot visits**, the beneficiary concerned must allow access to sites and premises (including to the outside experts) and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the review findings, a **project review report** will be drawn up.

The granting authority will formally notify the project review report to the coordinator or beneficiary concerned, which has 30 days from receiving notification to make observations.

Project reviews (including project review reports) will be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

25.1.3 Audits

The granting authority may carry out audits on the proper implementation of the action and compliance with the obligations under the Agreement.

Such audits may be started during the implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the beneficiary concerned and will be considered to start on the date of the notification.

The granting authority may use its own audit service, delegate audits to a centralised service or use external audit firms. If it uses an external firm, the beneficiary concerned will be informed and have the right to object on grounds of commercial confidentiality or conflict of interest.

The beneficiary concerned must cooperate diligently and provide — within the deadline requested — any information (including complete accounts, individual salary statements or other personal data) to verify compliance with the Agreement. Sensitive information and documents will be treated in accordance with Article 13.

For **on-the-spot** visits, the beneficiary concerned must allow access to sites and premises (including for the external audit firm) and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the audit findings, a **draft audit report** will be drawn up.

The auditors will formally notify the draft audit report to the beneficiary concerned, which has 30 days from receiving notification to make observations (contradictory audit procedure).

The **final audit report** will take into account observations by the beneficiary concerned and will be formally notified to them.

Audits (including audit reports) will be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

25.2 European Commission checks, reviews and audits in grants of other granting authorities

Where the granting authority is not the European Commission, the latter has the same rights of checks, reviews and audits as the granting authority.

25.3 Access to records for assessing simplified forms of funding

The beneficiaries must give the European Commission access to their statutory records for the periodic assessment of simplified forms of funding which are used in EU programmes.

25.4 OLAF, EPPO and ECA audits and investigations

The following bodies may also carry out checks, reviews, audits and investigations — during the action or afterwards:

- the European Anti-Fraud Office (OLAF) under Regulations No 883/2013¹⁶ and No 2185/96¹⁷
- the European Public Prosecutor's Office (EPPO) under Regulation 2017/1939
- the European Court of Auditors (ECA) under Article 287 of the Treaty on the Functioning of the EU (TFEU) and Article 257 of EU Financial Regulation 2018/1046.

If requested by these bodies, the beneficiary concerned must provide full, accurate and complete information in the format requested (including complete accounts, individual salary statements or other personal data, including in electronic format) and allow access to sites and premises for on-the-spot visits or inspections — as provided for under these Regulations.

To this end, the beneficiary concerned must keep all relevant information relating to the action, at least until the time-limit set out in the Data Sheet (Point 6) and, in any case, until any ongoing checks, reviews, audits, investigations, litigation or other pursuits of claims have been concluded.

25.5 Consequences of checks, reviews, audits and investigations — Extension of findings

25.5.1 Consequences of checks, reviews, audits and investigations in this grant

Findings in checks, reviews, audits or investigations carried out in the context of this grant may lead to rejections (see Article 27), grant reduction (see Article 28) or other measures described in Chapter 5.

Rejections or grant reductions after the final payment will lead to a revised final grant amount (see Article 22).

Findings in checks, reviews, audits or investigations during the action implementation may lead to a request for amendment (see Article 39), to change the description of the action set out in Annex 1.

Checks, reviews, audits or investigations that find systemic or recurrent errors, irregularities, fraud or breach of obligations in any EU grant may also lead to consequences in other EU grants awarded under similar conditions ('extension to other grants').

Moreover, findings arising from an OLAF or EPPO investigation may lead to criminal prosecution under national law.

¹⁶ Regulation (EU, Euratom) No 883/2013 of the European Parliament and of the Council of 11 September 2013 concerning investigations conducted by the European Anti-Fraud Office (OLAF) and repealing Regulation (EC) No 1073/1999 of the European Parliament and of the Council and Council Regulation (Euratom) No 1074/1999 (OJ L 248, 18/09/2013, p. 1).

¹⁷ Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities (OJ L 292, 15/11/1996, p. 2).

25.5.2 Extension from other grants

Findings of checks, reviews, audits or investigations in other grants may be extended to this grant, if:

- (a) the beneficiary concerned is found, in other EU grants awarded under similar conditions, to have committed systemic or recurrent errors, irregularities, fraud or breach of obligations that have a material impact on this grant and
- (b) those findings are formally notified to the beneficiary concerned — together with the list of grants affected by the findings — within the time-limit for audits set out in the Data Sheet (see Point 6).

The granting authority will formally notify the beneficiary concerned of the intention to extend the findings and the list of grants affected.

If the extension concerns **rejections of lump sum contributions**: the notification will include:

- (a) an invitation to submit observations on the list of grants affected by the findings
- (b) the request to submit revised financial statements for all grants affected
- (c) the correction rate for extrapolation, established on the basis of the systemic or recurrent errors, to calculate the amounts to be rejected, if the beneficiary concerned:
 - (i) considers that the submission of revised financial statements is not possible or practicable or
 - (ii) does not submit revised financial statements.

If the extension concerns **grant reductions**: the notification will include:

- (a) an invitation to submit observations on the list of grants affected by the findings and
- (b) the **correction rate for extrapolation**, established on the basis of the systemic or recurrent errors and the principle of proportionality.

The beneficiary concerned has **60 days** from receiving notification to submit observations, revised financial statements or to propose a duly substantiated **alternative correction method/rate**.

On the basis of this, the granting authority will analyse the impact and decide on the implementation (i.e. start rejection or grant reduction procedures, either on the basis of the revised financial statements or the announced/alternative method/rate or a mix of those; see Articles 27 and 28).

25.6 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, lump sum contributions insufficiently substantiated will be ineligible (see Article 6) and will be rejected (see Article 27), and the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 26 — IMPACT EVALUATIONS

26.1 Impact evaluation

The granting authority may carry out impact evaluations of the action, measured against the objectives and indicators of the EU programme funding the grant.

Such evaluations may be started during implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the coordinator or beneficiaries and will be considered to start on the date of the notification.

If needed, the granting authority may be assisted by independent outside experts.

The coordinator or beneficiaries must provide any information relevant to evaluate the impact of the action, including information in electronic format.

26.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the granting authority may apply the measures described in Chapter 5.

CHAPTER 5 CONSEQUENCES OF NON-COMPLIANCE

SECTION 1 REJECTIONS AND GRANT REDUCTION

ARTICLE 27 — REJECTION OF CONTRIBUTIONS

27.1 Conditions

The granting authority will — at interim payment, final payment or afterwards — reject any lump sum contributions which are ineligible (see Article 6), in particular following checks, reviews, audits or investigations (see Article 25).

The rejection may also be based on the extension of findings from other grants to this grant (see Article 25).

Ineligible lump sum contributions will be rejected.

27.2 Procedure

If the rejection does not lead to a recovery, the granting authority will formally notify the coordinator or beneficiary concerned of the rejection, the amounts and the reasons why. The coordinator or beneficiary concerned may — within 30 days of receiving notification — submit observations if it disagrees with the rejection (payment review procedure).

If the rejection leads to a recovery, the granting authority will follow the contradictory procedure with pre-information letter set out in Article 22.

27.3 Effects

If the granting authority rejects lump sum contributions, it will deduct them from the lump sum

contributions declared and then calculate the amount due (and, if needed, make a recovery; see Article 22).

ARTICLE 28 — GRANT REDUCTION

28.1 Conditions

The granting authority may — at beneficiary termination, final payment or afterwards — reduce the grant for a beneficiary, if:

- (a) the beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or
- (b) the beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5).

The amount of the reduction will be calculated for each beneficiary concerned and proportionate to the seriousness and the duration of the errors, irregularities or fraud or breach of obligations, by applying an individual reduction rate to their accepted EU contribution.

28.2 Procedure

If the grant reduction does not lead to a recovery, the granting authority will formally notify the coordinator or beneficiary concerned of the reduction, the amount to be reduced and the reasons why. The coordinator or beneficiary concerned may — within 30 days of receiving notification — submit observations if it disagrees with the reduction (payment review procedure).

If the grant reduction leads to a recovery, the granting authority will follow the contradictory procedure with pre-information letter set out in Article 22.

28.3 Effects

If the granting authority reduces the grant, it will deduct the reduction and then calculate the amount due (and, if needed, make a recovery; see Article 22).

SECTION 2 — SUSPENSION AND TERMINATION

ARTICLE 29 — PAYMENT DEADLINE SUSPENSION

29.1 Conditions

The granting authority may — at any moment — suspend the payment deadline if a payment cannot be processed because:

- (a) the required report (see Article 21) has not been submitted or is not complete or additional information is needed
- (b) there are doubts about the amount to be paid (e.g. ongoing extension procedure, queries about eligibility, need for a grant reduction, etc.) and additional checks, reviews, audits or investigations are necessary, or
- (c) there are other issues affecting the EU financial interests.

29.2 Procedure

The granting authority will formally notify the coordinator of the suspension and the reasons why.

The suspension will **take effect** the day the notification is sent.

If the conditions for suspending the payment deadline are no longer met, the suspension will be **lifted** — and the remaining time to pay (see Data Sheet, Point 4.2) will resume.

If the suspension exceeds two months, the coordinator may request the granting authority to confirm if the suspension will continue.

If the payment deadline has been suspended due to the non-compliance of the report and the revised report is not submitted (or was submitted but is also rejected), the granting authority may also terminate the grant or the participation of the coordinator (see Article 32).

ARTICLE 30 — PAYMENT SUSPENSION

30.1 Conditions

The granting authority may — at any moment — suspend payments, in whole or in part for one or more beneficiaries, if:

- (a) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed or is suspected of having committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or
- (b) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5).

If payments are suspended for one or more beneficiaries, the granting authority will make partial payment(s) for the part(s) not suspended. If suspension concerns the final payment, the payment (or recovery) of the remaining amount after suspension is lifted will be considered to be the payment that closes the action.

30.2 Procedure

Before suspending payments, the granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to suspend payments and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the suspension (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

At the end of the suspension procedure, the granting authority will also inform the coordinator.

The suspension will **take effect** the day after the confirmation notification is sent.

If the conditions for resuming payments are met, the suspension will be **lifted**. The granting authority will formally notify the beneficiary concerned (and the coordinator) and set the suspension end date.

During the suspension, no prefinancing will be paid to the beneficiaries concerned. For interim payments, the periodic reports for all reporting periods except the last one (see Article 21) must not contain any financial statements from the beneficiary concerned (or its affiliated entities). The coordinator must include them in the next periodic report after the suspension is lifted or — if suspension is not lifted before the end of the action — in the last periodic report.

ARTICLE 31 — GRANT AGREEMENT SUSPENSION

31.1 Consortium-requested GA suspension

31.1.1 Conditions and procedure

The beneficiaries may request the suspension of the grant or any part of it, if exceptional circumstances — in particular *force majeure* (see Article 35) — make implementation impossible or excessively difficult.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the date the suspension takes effect; this date may be before the date of the submission of the amendment request and
- the expected date of resumption.

The suspension will **take effect** on the day specified in the amendment.

Once circumstances allow for implementation to resume, the coordinator must immediately request another **amendment** of the Agreement to set the suspension end date, the resumption date (one day after suspension end date), extend the duration and make other changes necessary to adapt the action to the new situation (see Article 39) — unless the grant has been terminated (see Article 32). The suspension will be **lifted** with effect from the suspension end date set out in the amendment. This date may be before the date of the submission of the amendment request.

During the suspension, no prefinancing will be paid. Moreover, no work may be done. Ongoing work packages must be interrupted and no new work packages may be started.

31.2 EU-initiated GA suspension

31.2.1 Conditions

The granting authority may suspend the grant or any part of it, if:

- (a) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed or is suspected of having committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or
- (b) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5)
- (c) other:
 - (i) linked action issues: not applicable
 - (ii) additional GA suspension grounds: not applicable.

31.2.2 Procedure

Before suspending the grant, the granting authority will send a **pre-information letter** to the coordinator:

- formally notifying the intention to suspend the grant and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the suspension (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

The suspension will **take effect** the day after the confirmation notification is sent (or on a later date specified in the notification).

Once the conditions for resuming implementation of the action are met, the granting authority will formally notify the coordinator a **lifting of suspension letter**, in which it will set the suspension end date and invite the coordinator to request an amendment of the Agreement to set the resumption date (one day after suspension end date), extend the duration and make other changes necessary to adapt the action to the new situation (see Article 39) — unless the grant has been terminated (see Article 32). The suspension will be **lifted** with effect from the suspension end date set out in the lifting of suspension letter. This date may be before the date on which the letter is sent.

During the suspension, no prefinancing will be paid. Moreover, no work may be done. Ongoing work packages must be interrupted and no new work packages may be started.

The beneficiaries may not claim damages due to suspension by the granting authority (see Article 33).

Grant suspension does not affect the granting authority's right to terminate the grant or a beneficiary (see Article 32) or reduce the grant (see Article 28).

ARTICLE 32 — GRANT AGREEMENT OR BENEFICIARY TERMINATION

32.1 Consortium-requested GA termination

32.1.1 Conditions and procedure

The beneficiaries may request the termination of the grant.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the date the consortium ends work on the action ('end of work date') and
- the date the termination takes effect ('termination date'); this date must be after the date of the submission of the amendment request.

The termination will **take effect** on the termination date specified in the amendment.

If no reasons are given or if the granting authority considers the reasons do not justify termination, it may consider the grant terminated improperly.

32.1.2 Effects

The coordinator must — within 60 days from when termination takes effect — submit a **periodic report** (for the open reporting period until termination).

The granting authority will calculate the final grant amount and final payment on the basis of the report submitted and taking into account the lump sum contributions for activities implemented before the end of work date (see Article 22). Partial lump sum contributions for work packages that were not completed (e.g. due to technical reasons) may exceptionally be taken into account.

If the granting authority does not receive the report within the deadline, only lump sum contributions

which are included in an approved periodic report will be taken into account (no contributions if no periodic report was ever approved).

Improper termination may lead to a grant reduction (see Article 28).

After termination, the beneficiaries' obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

32.2 Consortium-requested beneficiary termination

32.2.1 Conditions and procedure

The coordinator may request the termination of the participation of one or more beneficiaries, on request of the beneficiary concerned or on behalf of the other beneficiaries.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the opinion of the beneficiary concerned (or proof that this opinion has been requested in writing)
- the date the beneficiary ends work on the action ('end of work date')
- the date the termination takes effect ('termination date'); this date must be after the date of the submission of the amendment request.

If the termination concerns the coordinator and is done without its agreement, the amendment request must be submitted by another beneficiary (acting on behalf of the consortium).

The termination will **take effect** on the termination date specified in the amendment.

If no information is given or if the granting authority considers that the reasons do not justify termination, it may consider the beneficiary to have been terminated improperly.

32.2.2 Effects

The coordinator must — within 60 days from when termination takes effect — submit:

- (i) a **report on the distribution of payments** to the beneficiary concerned
- (ii) a **termination report** from the beneficiary concerned, for the open reporting period until termination, containing an overview of the progress of the work
- (iii) a second **request for amendment** (see Article 39) with other amendments needed (e.g. reallocation of the tasks and the estimated budget of the terminated beneficiary; addition of a new beneficiary to replace the terminated beneficiary; change of coordinator, etc.).

The granting authority will calculate the amount due to the beneficiary on the basis of the reports submitted in previous interim payments (i.e. beneficiary's lump sum contributions for completed and approved work packages).

Lump sum contributions for ongoing/not yet completed work packages will have to be included in the periodic report for the next reporting periods when those work packages have been completed.

If the granting authority does not receive the report on the distribution of payments within the deadline, it will consider that:

- the coordinator did not distribute any payment to the beneficiary concerned and that
- the beneficiary concerned must not repay any amount to the coordinator.

If the second request for amendment is accepted by the granting authority, the Agreement is **amended** to introduce the necessary changes (see Article 39).

If the second request for amendment is rejected by the granting authority (because it calls into question the decision awarding the grant or breaches the principle of equal treatment of applicants), the grant may be terminated (see Article 32).

Improper termination may lead to a reduction of the grant (see Article 31) or grant termination (see Article 32).

After termination, the concerned beneficiary's obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

32.3 EU-initiated GA or beneficiary termination

32.3.1 Conditions

The granting authority may terminate the grant or the participation of one or more beneficiaries, if:

- (a) one or more beneficiaries do not accede to the Agreement (see Article 40)
- (b) a change to the action or the legal, financial, technical, organisational or ownership situation of a beneficiary is likely to substantially affect the implementation of the action or calls into question the decision to award the grant (including changes linked to one of the exclusion grounds listed in the declaration of honour)
- (c) following termination of one or more beneficiaries, the necessary changes to the Agreement (and their impact on the action) would call into question the decision awarding the grant or breach the principle of equal treatment of applicants
- (d) implementation of the action has become impossible or the changes necessary for its continuation would call into question the decision awarding the grant or breach the principle of equal treatment of applicants
- (e) a beneficiary (or person with unlimited liability for its debts) is subject to bankruptcy proceedings or similar (including insolvency, winding-up, administration by a liquidator or court, arrangement with creditors, suspension of business activities, etc.)
- (f) a beneficiary (or person with unlimited liability for its debts) is in breach of social security or tax obligations

- (g) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has been found guilty of grave professional misconduct
- (h) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed fraud, corruption, or is involved in a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking
- (i) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) was created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin (or created another entity with this purpose)
- (j) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.)
- (k) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5)
- (l) despite a specific request by the granting authority, a beneficiary does not request — through the coordinator — an amendment to the Agreement to end the participation of one of its affiliated entities or associated partners that is in one of the situations under points (d), (f), (e), (g), (h), (i) or (j) and to reallocate its tasks, or
- (m) other:
 - (i) linked action issues: not applicable
 - (ii) additional GA termination grounds: not applicable.

32.3.2 Procedure

Before terminating the grant or participation of one or more beneficiaries, the granting authority will send a **pre-information letter** to the coordinator or beneficiary concerned:

- formally notifying the intention to terminate and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite

the observations it has received, it will confirm the termination and the date it will take effect (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

For beneficiary terminations, the granting authority will — at the end of the procedure — also inform the coordinator.

The termination will **take effect** the day after the confirmation notification is sent (or on a later date specified in the notification; ‘termination date’).

32.3.3 Effects

(a) for **GA termination**:

The coordinator must — within 60 days from when termination takes effect — submit a **periodic report** (for the last open reporting period until termination).

The granting authority will calculate the final grant amount and final payment on the basis of the report submitted and taking into account the lump sum contributions for activities implemented before termination takes effect (see Article 22). Partial lump sum contributions for work packages that were not completed (e.g. due to technical reasons) may exceptionally be taken into account.

If the grant is terminated for breach of the obligation to submit reports, the coordinator may not submit any report after termination.

If the granting authority does not receive the report within the deadline, only lump sum contributions which are included in an approved periodic report will be taken into account (no contributions if no periodic report was ever approved).

Termination does not affect the granting authority’s right to reduce the grant (see Article 28) or to impose administrative sanctions (see Article 34).

The beneficiaries may not claim damages due to termination by the granting authority (see Article 33).

After termination, the beneficiaries’ obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

(b) for **beneficiary termination**:

The coordinator must — within 60 days from when termination takes effect — submit:

- (i) a **report on the distribution of payments** to the beneficiary concerned
- (ii) a **termination report** from the beneficiary concerned, for the open reporting period until termination, containing an overview of the progress of the work
- (iii) a **request for amendment** (see Article 39) with any amendments needed (e.g. reallocation of the tasks and the estimated budget of the terminated beneficiary; addition of a new beneficiary to replace the terminated beneficiary; change of coordinator, etc.).

The granting authority will calculate the amount due to the beneficiary on the basis of the reports submitted in previous interim payments (i.e. beneficiary's lump sum contributions for completed and approved work packages).

Lump sum contributions for ongoing/not yet completed work packages will have to be included in the periodic report for the next reporting periods when those work packages have been completed.

If the granting authority does not receive the report on the distribution of payments within the deadline, it will consider that:

- the coordinator did not distribute any payment to the beneficiary concerned and that
- the beneficiary concerned must not repay any amount to the coordinator.

If the request for amendment is accepted by the granting authority, the Agreement is **amended** to introduce the necessary changes (see Article 39).

If the request for amendment is rejected by the granting authority (because it calls into question the decision awarding the grant or breaches the principle of equal treatment of applicants), the grant may be terminated (see Article 32).

After termination, the concerned beneficiary's obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

SECTION 3 OTHER CONSEQUENCES: DAMAGES AND ADMINISTRATIVE SANCTIONS

ARTICLE 33 — DAMAGES

33.1 Liability of the granting authority

The granting authority cannot be held liable for any damage caused to the beneficiaries or to third parties as a consequence of the implementation of the Agreement, including for gross negligence.

The granting authority cannot be held liable for any damage caused by any of the beneficiaries or other participants involved in the action, as a consequence of the implementation of the Agreement.

33.2 Liability of the beneficiaries

The beneficiaries must compensate the granting authority for any damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement, provided that it was caused by gross negligence or wilful act.

The liability does not extend to indirect or consequential losses or similar damage (such as loss of profit, loss of revenue or loss of contracts), provided such damage was not caused by wilful act or by a breach of confidentiality.

ARTICLE 34 — ADMINISTRATIVE SANCTIONS AND OTHER MEASURES

Nothing in this Agreement may be construed as preventing the adoption of administrative sanctions (i.e. exclusion from EU award procedures and/or financial penalties) or other public law measures, in addition or as an alternative to the contractual measures provided under this Agreement (see, for instance, Articles 135 to 145 EU Financial Regulation 2018/1046 and Articles 4 and 7 of Regulation 2988/95¹⁸).

SECTION 4 FORCE MAJEURE

ARTICLE 35 — FORCE MAJEURE

A party prevented by force majeure from fulfilling its obligations under the Agreement cannot be considered in breach of them.

‘Force majeure’ means any situation or event that:

- prevents either party from fulfilling their obligations under the Agreement,
- was unforeseeable, exceptional situation and beyond the parties’ control,
- was not due to error or negligence on their part (or on the part of other participants involved in the action), and
- proves to be inevitable in spite of exercising all due diligence.

Any situation constituting force majeure must be formally notified to the other party without delay, stating the nature, likely duration and foreseeable effects.

The parties must immediately take all the necessary steps to limit any damage due to force majeure and do their best to resume implementation of the action as soon as possible.

CHAPTER 6 FINAL PROVISIONS

ARTICLE 36 — COMMUNICATION BETWEEN THE PARTIES

36.1 Forms and means of communication — Electronic management

EU grants are managed fully electronically through the EU Funding & Tenders Portal (‘Portal’).

All communications must be made electronically through the Portal in accordance with the Portal Terms and Conditions and using the forms and templates provided there (except if explicitly instructed otherwise by the granting authority).

Communications must be made in writing and clearly identify the grant agreement (project number and acronym).

¹⁸ Council Regulation (EC, Euratom) No 2988/95 of 18 December 1995 on the protection of the European Communities financial interests (OJ L 312, 23.12.1995, p. 1).

Communications must be made by persons authorised according to the Portal Terms and Conditions. For naming the authorised persons, each beneficiary must have designated — before the signature of this Agreement — a ‘legal entity appointed representative (LEAR)’. The role and tasks of the LEAR are stipulated in their appointment letter (see Portal Terms and Conditions).

If the electronic exchange system is temporarily unavailable, instructions will be given on the Portal.

36.2 Date of communication

The sending date for communications made through the Portal will be the date and time of sending, as indicated by the time logs.

The receiving date for communications made through the Portal will be the date and time the communication is accessed, as indicated by the time logs. Formal notifications that have not been accessed within 10 days after sending, will be considered to have been accessed (see Portal Terms and Conditions).

If a communication is exceptionally made on paper (by e-mail or postal service), general principles apply (i.e. date of sending/receipt). Formal notifications by registered post with proof of delivery will be considered to have been received either on the delivery date registered by the postal service or the deadline for collection at the post office.

If the electronic exchange system is temporarily unavailable, the sending party cannot be considered in breach of its obligation to send a communication within a specified deadline.

36.3 Addresses for communication

The Portal can be accessed via the Europa website.

The address for paper communications to the granting authority (if exceptionally allowed) is the official mailing address indicated on its website.

For beneficiaries, it is the legal address specified in the Portal Participant Register.

ARTICLE 37 — INTERPRETATION OF THE AGREEMENT

The provisions in the Data Sheet take precedence over the rest of the Terms and Conditions of the Agreement.

Annex 5 takes precedence over the Terms and Conditions.

The Terms and Conditions take precedence over the Annexes other than Annex 5.

Annex 2 takes precedence over Annex 1.

ARTICLE 38 — CALCULATION OF PERIODS AND DEADLINES

In accordance with Regulation No 1182/71¹⁹, periods expressed in days, months or years are calculated from the moment the triggering event occurs.

¹⁹ Regulation (EEC, Euratom) No 1182/71 of the Council of 3 June 1971 determining the rules applicable to periods, dates and time-limits (OJ L 124, 8/6/1971, p. 1).

The day during which that event occurs is not considered as falling within the period.

‘Days’ means calendar days, not working days.

ARTICLE 39 — AMENDMENTS

39.1 Conditions

The Agreement may be amended, unless the amendment entails changes to the Agreement which would call into question the decision awarding the grant or breach the principle of equal treatment of applicants.

Amendments may be requested by any of the parties.

39.2 Procedure

The party requesting an amendment must submit a request for amendment signed directly in the Portal Amendment tool.

The coordinator submits and receives requests for amendment on behalf of the beneficiaries (see Annex 3). If a change of coordinator is requested without its agreement, the submission must be done by another beneficiary (acting on behalf of the other beneficiaries).

The request for amendment must include:

- the reasons why
- the appropriate supporting documents and
- for a change of coordinator without its agreement: the opinion of the coordinator (or proof that this opinion has been requested in writing).

The granting authority may request additional information.

If the party receiving the request agrees, it must sign the amendment in the tool within 45 days of receiving notification (or any additional information the granting authority has requested). If it does not agree, it must formally notify its disagreement within the same deadline. The deadline may be extended, if necessary for the assessment of the request. If no notification is received within the deadline, the request is considered to have been rejected.

An amendment **enters into force** on the day of the signature of the receiving party.

An amendment **takes effect** on the date of entry into force or other date specified in the amendment.

ARTICLE 40 — ACCESSION AND ADDITION OF NEW BENEFICIARIES

40.1 Accession of the beneficiaries mentioned in the Preamble

The beneficiaries which are not coordinator must accede to the grant by signing the accession form (see Annex 3) directly in the Portal Grant Preparation tool, within 30 days after the entry into force of the Agreement (see Article 44).

They will assume the rights and obligations under the Agreement with effect from the date of its entry into force (see Article 44).

If a beneficiary does not accede to the grant within the above deadline, the coordinator must — within 30 days — request an amendment (see Article 39) to terminate the beneficiary and make any changes necessary to ensure proper implementation of the action. This does not affect the granting authority's right to terminate the grant (see Article 32).

40.2 Addition of new beneficiaries

In justified cases, the beneficiaries may request the addition of a new beneficiary.

For this purpose, the coordinator must submit a request for amendment in accordance with Article 39. It must include an accession form (see Annex 3) signed by the new beneficiary directly in the Portal Amendment tool.

New beneficiaries will assume the rights and obligations under the Agreement with effect from the date of their accession specified in the accession form (see Annex 3).

Additions are also possible in mono-beneficiary grants.

ARTICLE 41 — TRANSFER OF THE AGREEMENT

In justified cases, the beneficiary of a mono-beneficiary grant may request the transfer of the grant to a new beneficiary, provided that this would not call into question the decision awarding the grant or breach the principle of equal treatment of applicants.

The beneficiary must submit a request for **amendment** (see Article 39), with

- the reasons why
- the accession form (see Annex 3) signed by the new beneficiary directly in the Portal Amendment tool and
- additional supporting documents (if required by the granting authority).

The new beneficiary will assume the rights and obligations under the Agreement with effect from the date of accession specified in the accession form (see Annex 3).

ARTICLE 42 — ASSIGNMENTS OF CLAIMS FOR PAYMENT AGAINST THE GRANTING AUTHORITY

The beneficiaries may not assign any of their claims for payment against the granting authority to any third party, except if expressly approved in writing by the granting authority on the basis of a reasoned, written request by the coordinator (on behalf of the beneficiary concerned).

If the granting authority has not accepted the assignment or if the terms of it are not observed, the assignment will have no effect on it.

In no circumstances will an assignment release the beneficiaries from their obligations towards the granting authority.

ARTICLE 43 — APPLICABLE LAW AND SETTLEMENT OF DISPUTES

43.1 Applicable law

The Agreement is governed by the applicable EU law, supplemented if necessary by the law of Belgium.

Special rules may apply for beneficiaries which are international organisations (if any; see Data Sheet, Point 5).

43.2 Dispute settlement

If a dispute concerns the interpretation, application or validity of the Agreement, the parties must bring action before the EU General Court — or, on appeal, the EU Court of Justice — under Article 272 of the Treaty on the Functioning of the EU (TFEU).

For non-EU beneficiaries (if any), such disputes must be brought before the courts of Brussels, Belgium — unless an international agreement provides for the enforceability of EU court judgements.

For beneficiaries with arbitration as special dispute settlement forum (if any; see Data Sheet, Point 5), the dispute will — in the absence of an amicable settlement — be settled in accordance with the Rules for Arbitration published on the Portal.

If a dispute concerns administrative sanctions, offsetting or an enforceable decision under Article 299 TFEU (see Articles 22 and 34), the beneficiaries must bring action before the General Court — or, on appeal, the Court of Justice — under Article 263 TFEU.

For grants where the granting authority is an EU executive agency (see Preamble), actions against offsetting and enforceable decisions must be brought against the European Commission (not against the granting authority; see also Article 22).

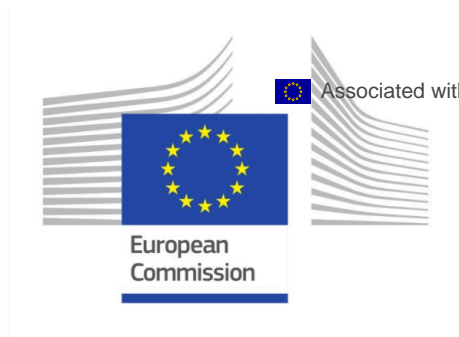
ARTICLE 44 — ENTRY INTO FORCE

The Agreement will enter into force on the day of signature by the granting authority or the coordinator, depending on which is later.

SIGNATURES

For the coordinator

For the granting authority



ANNEX 1



Citizens, Equality, Rights and Values Programme (CERV)

Description of the action (DoA)

Part A

Part B

DESCRIPTION OF THE ACTION (PART A)

COVER PAGE

Part A of the Description of the Action (DoA) must be completed directly on the Portal Grant Preparation screens.

PROJECT	
<i>Grant Preparation (General Information screen) — Enter the info.</i>	
Project number:	101143824
Project name:	Twenty years of cultural enrichment in reunified Europe
Project acronym:	CAMINO
Call:	CERV-2023-CITIZENS-REM
Topic:	CERV-2023-CITIZENS-REM
Type of action:	CERV-LS
Service:	EACEA/B/03
Project starting date:	first day of the month following the entry into force date
Project duration:	12 months

TABLE OF CONTENTS

Project summary	3
List of participants	3
List of work packages	4
Staff effort	20
List of deliverables	22
List of milestones (outputs/outcomes)	34
List of critical risks	36

PROJECT SUMMARY

Project summary

Grant Preparation (General Information screen) — Provide an overall description of your project (including context and overall objectives, planned activities and main achievements, and expected results and impacts (on target groups, change procedures, capacities, innovation etc)). This summary should give readers a clear idea of what your project is about.

Use the project summary from your proposal.

Project “Twenty years of cultural enrichment in reunified Europe” (CAMINO) has united higher education institutions across the Eastern, Northern and Central Europe – University of Latvia (UL/LV), Vilnius University (VU/LT), Tartu University (UT/EE), University of Opole (UO/PL), J. E. Purkyně University in Ústí nad Labem (UJEP/CZ), Comenius University Bratislava (UNIBA/SK), University of Public Service (UPS/HU), King Danylo University (UKD/UA) and a film studio VERY (VF/LV) in their joint attempt to educate about defining experiences in modern European history and to commemorate EU enlargement by celebrating the year 2004 EU accession. Project aims to enhance the understanding of the Union, its origins, purpose, diversity and achievements and to raise the awareness of the importance of mutual understanding and tolerance for better European integration. Throughout the year 2024 CAMINO project will deliver a set of events such as an International student photo competition and exhibition; public events for EU20 Celebration; international flashmob “Ode to Joy”; production and screening of a Documentary film on the importance of cultural diversity; development and piloting of a lifelong learning open course on Intercultural Communication and developing a Network of European universities, university culture centres, student unions and other similar units, supporting the participation of university students and employees in different non-formal art and culture education programs and maintaining the presence of culture within the university and local community. The Network will be designed with the aim to expand it across the EU countries and to develop cooperation also with other stakeholders from cultural and creative sectors in order to promote a wide range of quality cultural activities and events, open opportunities for all to take part and to create, strengthening links between culture and education, social affairs, urban policy, research and innovation, etc.

LIST OF PARTICIPANTS

PARTICIPANTS

Grant Preparation (Beneficiaries screen) — Enter the info.

Number	Role	Short name	Legal name	Country	PIC
1	COO	LU	LATVIJAS UNIVERSITATE	LV	999871830
2	BEN	UO	UNIWERSYTET OPOLSKI	PL	996872396
3	BEN	VU	VILNIAUS UNIVERSITETAS	LT	999893170
4	BEN	Very films	SIA VERY	LV	881827001
5	BEN	UKBA	UNIVERZITA KOMENSKEHO V BRATISLAVE	SK	999841566
6	BEN	UPS	NEMZETI KOZSZOLGALATI EGYETEM	HU	943340812
7	BEN	UJEP	UNIVERZITA JANA EVANGELISTY PURKYNE V USTI NAD LABEM	CZ	973510431
8	BEN	UT	TARTU ULIKOOL	EE	999895013
9	AP	UKD	INSTITUTE OF HIGHER EDUCATION KING DANYLO UNIVERSITY	UA	884964175

LIST OF WORK PACKAGES

Work packages						
<i>Grant Preparation (Work Packages screen) — Enter the info.</i>						
Work Package No	Work Package name	Lead Beneficiary	Effort (Person-Months)	Start Month	End Month	Deliverables
WP1	Network platform presentation event	1 - LU	7.00	1	4	D1.1 – Network platform D1.2 – Network portal presentation event description shee
WP2	Memorandum of Cooperation Signing Ceremony and exchange visit to Riga	1 - LU	7.00	2	4	D2.1 – Memorandum of cooperation EDS
WP3	Student Photo Competition	6 - UPS	7.00	2	4	D3.1 – Instagram account EDS D3.2 – Selected 11 photographs EDS
WP4	Student Photo exhibition opening in Brussels (EP)	1 - LU	7.00	3	4	D4.1 – Student photo exhibition opening EDS
WP5	Europe celebration event in Latvia	1 - LU	1.00	2	4	D5.1 – Europe celebration event (LV) description sheet
WP6	Europe celebration event in Lithuania	3 - VU	2.00	2	4	D6.1 – Europe celebration event (LT) description sheet
WP7	Europe celebration event in Estonia	8 - UT	2.00	2	4	D7.1 – Europe celebration event (EE) description sheet
WP8	Europe celebration event in Poland	2 - UO	2.00	2	4	D8.1 – Europe celebration event (PL) description sheet
WP9	Europe celebration event in Czech Republic	7 - UJEP	2.00	2	4	D9.1 – Europe celebration event (CZ) description sheet
WP10	Europe celebration event in Slovakia	5 - UKBA	2.00	2	4	D10.1 – Europe celebration event (SK) description sheet

Work packages						
<i>Grant Preparation (Work Packages screen) — Enter the info.</i>						
Work Package No	Work Package name	Lead Beneficiary	Effort (Person-Months)	Start Month	End Month	Deliverables
WP11	Europe celebration event in Hungary	6 - UPS	2.00	2	4	D11.1 – Europe celebration event (HU) description sheet
WP12	Europe celebration event for Ukraine	1 - LU	1.00	2	4	D12.1 – Europe celebration event for UA description sheet
WP13	Europe celebration tele bridge: EU20 flash mob “Ode to Joy”	6 - UPS	2.00	1	5	D13.1 – Flash mob video EDS
WP14	Documentary film production and screening in UL	4 - Very films	8.00	1	12	D14.1 – Documentary film EDS D14.2 – Documentary film screening event in UL description sheet
WP15	Documentary film screening in VU	3 - VU	3.00	10	11	D15.1 – Documentary film screening event in VU description sheet
WP16	Documentary film screening in UT	8 - UT	3.00	10	11	D16.1 – Documentary film screening event in EE description sheet
WP17	Documentary film screening in UO	2 - UO	3.00	10	11	D17.1 – Documentary film screening event in UO description sheet
WP18	Documentary film screening in UJEP	7 - UJEP	3.00	10	11	D18.1 – Documentary film screening event in UJEP description sheet
WP19	Documentary film screening in UKBA	5 - UKBA	3.00	10	11	D19.1 – Documentary film screening event in UKBA description sheet
WP20	Documentary film screening in UPS	6 - UPS	3.00	10	11	D20.1 – Documentary film screening event in UPS description sheet
WP21	Documentary film screening for UA	1 - LU	2.00	10	11	D21.1 – Documentary film screening event in LU for UA description sheet
WP22	Development and presentation of the Lifelong	2 - UO	7.00	3	9	D22.1 – Description sheet of the Lifelong

Work packages						
<i>Grant Preparation (Work Packages screen) — Enter the info.</i>						
Work Package No	Work Package name	Lead Beneficiary	Effort (Person-Months)	Start Month	End Month	Deliverables
	Learning Open Course on Intercultural Communication					learning open course on intercultural communication presentation event
WP23	Piloting of the Lifelong Learning Open Course on Intercultural Communication	2 - UO	7.00	9	12	D23.1 – Lifelong learning open course on intercultural communication EDS

Work package WP1 – Network platform presentation event

Work Package Number	WP1	Lead Beneficiary	1 - LU
Work Package Name	Network platform presentation event		
Start Month	1	End Month	4

Objectives
The objective of WP1 is to create, develop and launch an online platform for joint collaboration, coordination, and mutual benefit of the Network members and to introduce and train the end users on the functionalities of the dedicated online tool developed within the project.

Description
<p>T1.1 Planning and design Understand the specific needs and requirements of the project partners and possible future network members, as well as public. This involves conducting interviews and surveys to gather the necessary information. Create a comprehensive plan that outlines the platform's features, functionalities, and user interface design.</p> <p>T1.2 Back end and front end development Build the server-side components and infrastructure of the platform. Develop the user-facing components of the platform. This involves implementing the design, integrating with back end services, and ensuring a responsive and intuitive user experience.</p> <p>T1.3 Identify and integrate various features and tools (user authentication and access control; communication, collaboration and coordination feature; information dissemination and promotion tool, etc.) Implement mechanisms for user registration, login, and role-based access control. This ensures that appropriate permissions and restrictions are in place to protect sensitive information and manage user privileges. Develop features that enable centralized communication (real-time messaging, discussion forums, and notifications), effective cooperation and resource sharing (documents, multimedia files, etc.) among Network members, including, joint event coordination, scheduling (event creation forms, event calendars, RSVP mechanisms, and event reminders, etc.). Integrate tools for targeted dissemination of information to the local communities of Network members and the public (news sections, newsletters, social media integration, content sharing options).</p> <p>T1.4 Testing and quality assurance Conduct thorough testing of the platform to identify and fix bugs, ensure functionality, and validate user experience. Perform security audits and address any vulnerabilities to protect user data and privacy.</p> <p>T1.5 Network presentation event planning Choose a suitable date and time for the event. Develop a detailed plan that outlines the event's schedule, agenda, and activities. Prepare necessary presentations and demonstrations, materials for the practical training and Q&A session.</p> <p>T1.6 Identify and invite target attendees Define the target audience (project stakeholders, Network members, partner universities, potential users, interested members of the public), prepare and send out invitations via e-mail, personal outreach and social media.</p> <p>T1.7 Implement the Network presentation event online Implement the event online according to the developed plan. 101 to 200 participants from 7-9 EU countries. LV, LT, EE, PL,SK, CZ,HU</p>

Work package WP2 – Memorandum of Cooperation Signing Ceremony and exchange visit to Riga

Work Package Number	WP2	Lead Beneficiary	1 - LU
Work Package Name	Memorandum of Cooperation Signing Ceremony and exchange visit to Riga		
Start Month	2	End Month	4

Objectives
The objective of WP2 is to establish a network of European universities, university culture centres, student unions, and similar units, departments or faculties within the universities with the aim to support the participation of university students and employees in non-formal art and culture education programs and maintain active culture life within the universities by development a regulatory framework for the Network and signing a formal Memorandum of Cooperation for future cooperation and the sustainability of Network

Description
<p>T2.1 Develop a regulatory framework and guidelines for the Network functioning In collaboration with a legal expert, create a structured set of rules, policies, and procedures that govern the Network's activities. The regulatory framework will include membership criteria, decision-making processes, and resource sharing guidelines, operational procedures, and ensuring compliance with legal and quality standards. The set framework is described in a Memorandum of Cooperation.</p> <p>T2.2 Memorandum of Cooperation Signing Ceremony planning and logistics Develop a detailed program that outlines the event's schedule, agenda, and activities. The program will consist of a formal signing procedure, a concert and a project partner experience exchange visit to the UL Academic Centre. Choose a suitable date, time and venue for the event, prepare the necessary materials and equipment, and arrange the reception.</p> <p>T2.3 Identify and invite attendees Legal representatives of the partner universities that are authorized to sign the Memorandum as well as representative delegations from partner universities will attend the event Memorandum of Cooperation Signing Ceremony. Press and media representatives will also be invited to participate and cover the event.</p> <p>T2.4 Implement Memorandum of Cooperation Signing Ceremony</p> <p>Implement the 2-3 day event Signing the Memorandum of Cooperation in-situ in Riga on May 2024, Latvia according to the developed plan.</p> <p>76-100 participants from 7-9 EU countries. Partners from LV, LT, EE, PL, SK, CZ, HU.</p> <p>Target group - partner university representatives (delegations).</p> <p>The objective of the event is to establish a network of European universities, university culture centers, student unions, and similar units, departments or faculties within the universities with the aim to support the participation of university students and employees in non-formal art and culture education programs and maintain active culture life within the universities by development a regulatory framework for the Network and signing a formal Memorandum of Cooperation for future cooperation and the sustainability of Network</p>

Work package WP3 – Student Photo Competition

Work Package Number	WP3	Lead Beneficiary	6 - UPS
Work Package Name	Student Photo Competition		
Start Month	2	End Month	4

Objectives
<p>The objective of WP3 is to create a collection of student photos, representing the ideas of young people on how EU accession has transformed the life of the Europeans. It aims not only to showcase the student talent, skills and unique perspectives, but also to celebrate EU achievements and highlight the positive effect of EU accession on the lives of the Europeans by allowing to gain insights into different cultures, experiences, and perspectives and at the same time visually capturing the sense of belonging and shared identity across borders, enhancing mutual understanding and fostering appreciation of the rich diversity present in Europe.</p>

Description
<p>T3.1 Develop competition rules, guidelines and timeline. Create comprehensive participation rules – define eligibility criteria, submission format, and maximum number of entries per participant, technical specifications, and any other relevant requirements. Ensure clarity and fairness of the judgement process. Establish a timeline that outlines the key dates and milestones of the competition, including the contest launch date, submission period, judging period, announcement of winners.</p> <p>T3.2 Set-up a dedicated Instagram account. Create a dedicated Instagram account to serve as a platform for uploading and showcasing all submitted entries</p> <p>T3.3 Disseminate the information and invite participants. Extend invitations to university students from all countries that joined the EU in 2004 to participate in the competition through various channels.</p> <p>T3.4 Select Winning Photographs. Form a panel of judges (photographers, art professionals, academic staff, students, etc.), schedule and organize meeting/s with students who submitted their works, evaluate the submitted entries and select winning photographs. Competition will be announced in 10 EU member states (from 2004) and Ukraine (on its way to EU). It is planned that there will be at least 30 students participating in each country. During the online event jury will talk to all the students, hear their photo stories and announce winners.</p>

Title of the event- Student photo competition. Time of the event - April 2024. Online event. Partners from LV, LT, EE, PL, SK, CZ, HU
 At least 300 participants/students from 10-12 countries - 10 EU member states from 2004.
 Target group is students from EU member states' universities and wider public.
 The objective of the event is to create a collection of student photos, representing the ideas of young people on how EU accession has transformed the life of the Europeans. It aims not only to showcase the student talent, skills and unique perspectives, but also to celebrate EU achievements and highlight the positive effect of EU accession on the lives of the Europeans by allowing to gain insights into different cultures, experiences, and perspectives and at the same time visually capturing the sense of belonging and shared identity across borders, enhancing mutual understanding and fostering appreciation of the rich diversity present in Europe.

Work package WP4 – Student Photo exhibition opening in Brussels (EP)

Work Package Number	WP4	Lead Beneficiary	1 - LU
Work Package Name	Student Photo exhibition opening in Brussels (EP)		
Start Month	3	End Month	4

Objectives

The objective of WP4 is to organize an opening of the student photo exhibition in European Parliament in Brussels in order to attract a wide range of stakeholders, including Members of the European Parliament (MEPs), policymakers, EU officials, diplomats, and representatives from various organizations. Displaying the exhibition in EP will provide an opportunity to reach a diverse and influential audience, demonstrating the impact of the 2004 EU enlargement as a significant turning point in recent EU history. The exhibition-opening event will serve as a platform to raise public awareness and promote dialogue on the significance of EU integration for fostering peace, stability, and economic growth, promotion of democratic values, human rights, a sense of shared European identity and unity among European nations.

Description

T4.1 Student photo exhibition opening event planning and logistics Develop a detailed program that outlines the event's schedule, agenda, and activities. Secure the necessary permissions and logistics for hosting the exhibition in EP, including booking the space, obtaining security clearances, coordinating with LV MEPs to ensure a smooth setup. Coordinate all logistical aspects of the event, including reception, audio-visual equipment, printing and transportation of the photo posters, setting up the exhibition, organizing other necessary resources for a successful exhibition opening. Each photo poster will be marked with a QR code, allowing viewers to access also the dedicated Instagram account, where all other submitted entries can be viewed. Logistics also includes arranging travel, accommodation and sightseeing tour for all 11 winners of the competition and a small concert by either a folk dance group or a choir from one of the partner country diaspora organizations.

T4.2 Stakeholder engagement and event promotion Event marketing materials will be developed and disseminated. Each partner organization will be responsible for reaching out their MEPs to participate in the event. Other EU officials and diplomats from the project partner countries will be invited.

T4.3 Implement Student photo exhibition opening in Brussels (EP)

Implement the event in-situ in Brussels according to the developed plan. After the set period, remove the photo posters from the premises.

51-75 participants from 7-9 EU countries. In-situ event. Partners LV, LT, EE, PL, SK, CZ, HU

Work package WP5 – Europe celebration event in Latvia

Work Package Number	WP5	Lead Beneficiary	1 - LU
Work Package Name	Europe celebration event in Latvia		
Start Month	2	End Month	4

Objectives
The objective of W5 is to organize a public event, commemorating the 20th anniversary of EU enlargement in 2004. The EU20 Celebration event “Europe in Action” will bring together people from different backgrounds – partner country representatives, local communities, university students and staff, high level officials – in an inclusive and engaging manner to celebrate our country's EU membership. The event will be centred on 3 main activities – (1) a solemn moment marking the accession of Latvia to the EU, (2) opening of the International Student Photo Competition Exhibition and (3) a Tele bridge, digitally connecting all the partner universities in a joint flash mob “Ode to Joy”.
Description
T5.1 Europe celebration event planning and logistics Develop a detailed scenario of the event that outlines event's schedule, agenda, and activities. Select a suitable venue (secure permissions, if necessary), plan the event logistics, identify, and ensure the necessary resources (human resources, equipment, transportation, etc.). Prepare the student competition photos for exhibition (depending on the venue – outdoor banners or large-scale framed posters). T5.2 Engage stakeholders and promote the event Develop and disseminate event-marketing materials, disseminate invitations for high-level guests, newsletters for participants from university. T5.3 Implement the Europe celebration event in Riga, Latvia Implement the event in-situ in Riga, Latvia according to the developed scenario. 100-125 participants from 7-9 EU countries. In-situ. Partners LV

Work package WP6 – Europe celebration event in Lithuania

Work Package Number	WP6	Lead Beneficiary	3 - VU
Work Package Name	Europe celebration event in Lithuania		
Start Month	2	End Month	4

Objectives
The objective of W6 is to organize a public event, commemorating the 20th anniversary of EU enlargement in 2004. The EU20 Celebration event “Europe in Action” will bring together people from different backgrounds – partner country representatives, local communities, university students and staff, high level officials – in an inclusive and engaging manner to celebrate our country's EU membership. The event will be centred on 3 main activities – (1) a solemn moment marking the accession of Lithuania to the EU, (2) opening of the International Student Photo Competition Exhibition and (3) a Tele bridge, digitally connecting all the partner universities in a joint flash mob “Ode to Joy”.
Description
T6.1 Europe celebration event planning and logistics Develop a detailed scenario of the event that outlines event's schedule, agenda, and activities. Select a suitable venue (secure permissions, if necessary), plan the event logistics, identify, and ensure the necessary resources (human resources, equipment, transportation, etc.). Prepare the student competition photos for exhibition (depending on the venue – outdoor banners or large-scale framed posters). T6.2 Engage stakeholders and promote the event Develop and disseminate event-marketing materials, disseminate invitations for high-level guests, newsletters for participants from university. T6.3 Implement the Europe celebration event in Vilnius, Lithuania Implement the event in-situ in Vilnius, Lithuania according to the developed scenario. 201-225 participants from 7-9 EU countries. Partners from LV, LT

Work package WP7 – Europe celebration event in Estonia

Work Package Number	WP7	Lead Beneficiary	8 - UT
Work Package Name	Europe celebration event in Estonia		
Start Month	2	End Month	4

Objectives
The objective of W7 is to organize a public event, commemorating the 20th anniversary of EU enlargement in 2004. The EU20 Celebration event “Europe in Action” will bring together people from different backgrounds – partner country representatives, local communities, university students and staff, high level officials – in an inclusive and engaging manner to celebrate our country's EU membership. The event will be centred on 3 main activities – (1) a solemn moment marking the accession of Estonia to the EU, (2) opening of the International Student Photo Competition Exhibition and (3) a Tele bridge, digitally connecting all the partner universities in a joint flash mob “Ode to Joy”.
Description
T7.1 Europe celebration event planning and logistics Develop a detailed scenario of the event that outlines event's schedule, agenda, and activities. Select a suitable venue (secure permissions, if necessary), plan the event logistics, identify, and ensure the necessary resources (human resources, equipment, transportation, etc.). Prepare the student competition photos for exhibition (depending on the venue – outdoor banners or large-scale framed posters). T7.2 Engage stakeholders and promote the event Develop and disseminate event-marketing materials, disseminate invitations for high-level guests, newsletters for participants from university. T7.3 Implement the Europe celebration event in Tartu, Estonia Implement the event in-situ in Tartu, Estonia according to the developed scenario. 101-125 participants from 7-9 EU countries. Partners from LV,EE

Work package WP8 – Europe celebration event in Poland

Work Package Number	WP8	Lead Beneficiary	2 - UO
Work Package Name	Europe celebration event in Poland		
Start Month	2	End Month	4

Objectives
The objective of W8 is to organize a public event, commemorating the 20th anniversary of EU enlargement in 2004. The EU20 Celebration event “Europe in Action” will bring together people from different backgrounds – partner country representatives, local communities, university students and staff, high level officials – in an inclusive and engaging manner to celebrate our country's EU membership. The event will be centred on 3 main activities – (1) a solemn moment marking the accession of Poland to the EU, (2) opening of the International Student Photo Competition Exhibition and (3) a Tele bridge, digitally connecting all the partner universities in a joint flash mob “Ode to Joy”.
Description
T8.1 Europe celebration event planning and logistics Develop a detailed scenario of the event that outlines event's schedule, agenda, and activities. Select a suitable venue (secure permissions, if necessary), plan the event logistics, identify, and ensure the necessary resources (human resources, equipment, transportation, etc.). Prepare the student competition photos for exhibition (depending on the venue – outdoor banners or large-scale framed posters). T8.2 Engage stakeholders and promote the event Develop and disseminate event-marketing materials, disseminate invitations for high-level guests, newsletters for participants from university. T8.3 Implement the Europe celebration event in Opole, Poland Implement the event in-situ in Opole, Poland according to the developed scenario. 101-125 participants from 7-9 EU countries. Partners from LV, PL

Work package WP9 – Europe celebration event in Czech Republic

Work Package Number	WP9	Lead Beneficiary	7 - UJEP
Work Package Name	Europe celebration event in Czech Republic		
Start Month	2	End Month	4

Objectives
The objective of W9 is to organize a public event, commemorating the 20th anniversary of EU enlargement in 2004. The EU20 Celebration event “Europe in Action” will bring together people from different backgrounds – partner country representatives, local communities, university students and staff, high level officials – in an inclusive and engaging manner to celebrate our country's EU membership. The event will be centred on 3 main activities – (1) a solemn moment marking the accession of Czech Republic to the EU, (2) opening of the International Student Photo Competition Exhibition and (3) a Tele bridge, digitally connecting all the partner universities in a joint flash mob “Ode to Joy”.
Description
<p>T9.1 Europe celebration event planning and logistics Develop a detailed scenario of the event that outlines event's schedule, agenda, and activities. Select a suitable venue (secure permissions, if necessary), plan the event logistics, identify, and ensure the necessary resources (human resources, equipment, transportation, etc.). Prepare the student competition photos for exhibition (depending on the venue – outdoor banners or large-scale framed posters).</p> <p>T9.2 Engage stakeholders and promote the event Develop and disseminate event-marketing materials, disseminate invitations for high-level guests, newsletters for participants from the university.</p> <p>T9.3 Implement the Europe celebration event in Ústí nad Labem, Czech Republic Implement the event in-situ in Ústí nad Labem, Czech Republic according to the developed scenario. 101-125 participants from 7-9 EU countries. Partners from LV,CZ</p>

Work package WP10 – Europe celebration event in Slovakia

Work Package Number	WP10	Lead Beneficiary	5 - UKBA
Work Package Name	Europe celebration event in Slovakia		
Start Month	2	End Month	4

Objectives
The objective of W9 is to organize a public event, commemorating the 20th anniversary of EU enlargement in 2004. The EU20 Celebration event “Europe in Action” will bring together people from different backgrounds – partner country representatives, local communities, university students and staff, high level officials – in an inclusive and engaging manner to celebrate our country's EU membership. The event will be centred on 3 main activities – (1) a solemn moment marking the accession of Slovakia to the EU, (2) opening of the International Student Photo Competition Exhibition and (3) a Tele bridge, digitally connecting all the partner universities in a joint flash mob “Ode to Joy”.

Description
<p>T10.1 Europe celebration event planning and logistics Develop a detailed scenario of the event that outlines event's schedule, agenda, and activities. Select a suitable venue (secure permissions, if necessary), plan the event logistics, identify, and ensure the necessary resources (human resources, equipment, transportation, etc.). Prepare the student competition photos for exhibition (depending on the venue – outdoor banners or large-scale framed posters).</p> <p>T10.2 Engage stakeholders and promote the event Develop and disseminate event-marketing materials, disseminate invitations for high-level guests, newsletters for participants from the university.</p> <p>T10.3 Implement the Europe celebration event in Bratislava, Slovakia Implement the event in-situ in Bratislava, Slovakia according to the developed scenario. 151-175 participants from 7-9 EU countries. Partners from LV, SK</p>

Work package WP11 – Europe celebration event in Hungary

Work Package Number	WP11	Lead Beneficiary	6 - UPS
Work Package Name	Europe celebration event in Hungary		
Start Month	2	End Month	4

Objectives
The objective of W9 is to organize a public event, commemorating the 20th anniversary of EU enlargement in 2004. The EU20 Celebration event “Europe in Action” will bring together people from different backgrounds – partner country representatives, local communities, university students and staff, high level officials – in an inclusive and engaging manner to celebrate our country's EU membership. The event will be centred on 3 main activities – (1) a solemn moment marking the accession of Hungary to the EU, (2) opening of the International Student Photo Competition Exhibition and (3) a Tele bridge, digitally connecting all the partner universities in a joint flash mob “Ode to Joy”.
Description
T11.1 Europe celebration event planning and logistics Develop a detailed scenario of the event that outlines event's schedule, agenda, and activities. Select a suitable venue (secure permissions, if necessary), plan the event logistics, identify, and ensure the necessary resources (human resources, equipment, transportation, etc.). Prepare the student competition photos for exhibition (depending on the venue – outdoor banners or large-scale framed posters). T11.2 Engage stakeholders and promote the event Develop and disseminate event-marketing materials, disseminate invitations for high-level guests, newsletters for participants from university. T11.3 Implement the Europe celebration event in Budapest, Hungary Implement the event in-situ in Budapest, Hungary according to the developed scenario. 201-225 participants from 7-9 EU countries. Partners from LV, HU

Work package WP12 – Europe celebration event for Ukraine

Work Package Number	WP12	Lead Beneficiary	1 - LU
Work Package Name	Europe celebration event for Ukraine		
Start Month	2	End Month	4

Objectives
The objective of W9 is to organize a public event, commemorating the 20th anniversary of EU enlargement in 2004. The EU20 Celebration event “Europe in Action” will bring together people from different backgrounds – partner country representatives, local communities, university students and staff, high level officials – in an inclusive and engaging manner. The event will be centred on 3 main activities – (1) a solemn moment marking the EU enlargement in 2004, (2) opening of the International Student Photo Competition Exhibition and (3) a Tele bridge, digitally connecting all the partner universities in a joint flash mob “Ode to Joy”.

Description
T12.1 Europe celebration event planning and logistics Develop a detailed scenario of the event that outlines event's schedule, agenda, and activities. Select a suitable venue (secure permissions, if necessary), plan the event logistics, identify, and ensure the necessary resources (human resources, equipment, transportation, etc.). Prepare the student competition photos for exhibition (depending on the venue – outdoor banners or large-scale framed posters). T12.2 Engage stakeholders and promote the event Develop and disseminate event-marketing materials, disseminate invitations for high-level guests, newsletters for participants from the university. T12.3 Implement the Europe celebration event for UA in-situ in Riga, Latvia according to the developed scenario. 101-125 participants from 7-9 EU countries. Partner from LV

Work package WP13 – Europe celebration tele bridge: EU20 flash mob “Ode to Joy”

Work Package Number	WP13	Lead Beneficiary	6 - UPS
Work Package Name	Europe celebration tele bridge: EU20 flash mob “Ode to Joy”		
Start Month	1	End Month	5

Objectives
The objective of WP13 is to connect all Europe celebration events in project partner countries by executing a tele bridge in the form of an international flash mob. The goal of the flash mob is to create a captivating and well-coordinated dance/movement performance that effectively communicates the project's message on European integration and its defining achievements, generates excitement, and leaves a lasting impression on the audience. The flash mob will be performed in each of the project partner countries, recorded and livestreamed.
Description
<p>T13.1 Flash mob planning and choreography design Collaborating with the project team to establish an overarching theme that aligns with the project's objectives, target audience, and desired impact. Creative conceptualization of the flash mob, choreography design, participant coordination and planning. The choreography design entails creating engaging and visually appealing movements, dance steps or moves that can be executed by a group of participants. Engage a professional choreographer to train the participants and prepare the performance via online dance workshops.</p> <p>T13.2 Flash mob implementation Executing and coordinating all the necessary elements to bring the planned flash mob performance to life. This includes organizing and managing the logistics of the event, such the time and exact location, ensuring the presence and readiness of all participants, coordinating the start and execution of the performance, and capturing the event through video. Ensuring safety and crowd management. Creating a surprising and impactful experience for the audience while effectively conveying the message behind the performance.</p> <p>T13.3 Flash mob video production and dissemination Editing footage of the flash mob performance from all the partner countries, adding music, graphs, etc., to create a visually compelling video to be distributed via project partner communication channels to reach a wide audience, preserving the memory of the flash mob and amplifying its reach and impact.</p> <p>More than 300 participants from 7-9 EU countries. Online. Partners LV, HU</p>

Work package WP14 – Documentary film production and screening in UL

Work Package Number	WP14	Lead Beneficiary	4 - Very films
Work Package Name	Documentary film production and screening in UL		
Start Month	1	End Month	12

Objectives
The objective of WP14 is to produce, distribute and screen a documentary film that explores and raises awareness about the importance of preserving national and cultural identity for better European integration, highlighting the challenges and opportunities brought by EU accession. Through extensive research, interviews and visual language representation, the film aims to reveal personal testimonies from witnesses from different generations across the 10 countries that joined the EU in 2004, as well as Ukrainians on their way to EU membership, providing a comprehensive understanding of the challenges, transformations, and opportunities brought about by EU accession, while fostering intercultural dialogue and promoting a deeper appreciation for European integration
Description
<p>T14.1 Pre-production of the documentary film Extensive research on the topic, identifying potential interviewees from different generations. Creation of a production plan, outlining the objectives, timeline and filming logistics. Development of a script - the narrative structure of the film and the key topics and questions that need to be covered.</p> <p>T14.2 Production of the documentary film The production team travels to the identified locations to capture the footage and record interviews with the selected individuals. Visual elements such as stock videos, archive materials may also be selected to enhance the storytelling.</p> <p>T14.3 Post production of the documentary film Reviewing and organizing the captured footage and interviews. The selected footage is edited, a cohesive narrative structure is created, highlighting the challenges, transformations, and opportunities brought about by EU accession. Graphics, music, and visual effects are added to enhance the visual appeal and storytelling of the film. Sound mixing, colour correction, and other technical adjustments are made to ensure a high-quality final product.</p> <p>T14.4 Plan the film screening event in LV and invite participants Select a suitable venue and time; develop an event</p>

plan that outlines the agenda, activities, necessary resources. Invite the film screening participants. Ensure the presence of filming crew and lecturer.

T14.5 Implement the film screening event in LV An open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew that is video recorded and streamed online. Coordination of international audience interaction via Sli.do or similar Q&A and polling platform.

T14.6 Distribution and promotion Once the documentary film is completed and screened in premiers in project partner countries, marketing and promotional activities will be undertaken and relevant stakeholders engaged to support the distribution and promotion efforts. The film will be distributed through various online channels and platforms, including the developed Network platform, television networks, and community screenings. Each partner university will receive a digital file of the film for educational purposes.

101-125 participants from 7-9 EU countries. In-situ. Partners from LV, LT, EE, PL, SK, CZ, HU

Work package WP15 – Documentary film screening in VU

Work Package Number	WP15	Lead Beneficiary	3 - VU
Work Package Name	Documentary film screening in VU		
Start Month	10	End Month	11

Objectives

The objective of WP15 is to premiere the produced documentary film in VU and to raise the awareness about the importance of preserving national and cultural identity for better European integration, highlighting the challenges and opportunities brought by EU accession.

Description

T15.1 Plan the film screening event in LT and invite participants Select a suitable venue and time; develop an event plan that outlines the agenda, activities, necessary resources. Invite the film screening participants. Ensure the presence of filming crew and lecturer.

T15.2 Implement the film screening event in LT An open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew via Sli.do or similar Q&A and polling platform.

101-125 participants from 7-9 EU countries. In-situ. Partners LV, LT

Work package WP16 – Documentary film screening in UT

Work Package Number	WP16	Lead Beneficiary	8 - UT
Work Package Name	Documentary film screening in UT		
Start Month	10	End Month	11

Objectives

The objective of WP16 is to premiere the produced documentary film in UT and to raise the awareness about the importance of preserving national and cultural identity for better European integration, highlighting the challenges and opportunities brought by EU accession

Description

T16.1 Plan the film screening event in EE and invite participants Select a suitable venue and time; develop an event plan that outlines the agenda, activities, necessary resources. Invite the film screening participants. Ensure the presence of filming crew and lecturer.

T16.2 Implement the film screening event in EE An open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew via Sli.do or similar Q&A and polling platform.

101-125 participants from 7-9 EU countries. In-situ. Partners LV, EE

Work package WP17 – Documentary film screening in UO

Work Package Number	WP17	Lead Beneficiary	2 - UO
Work Package Name	Documentary film screening in UO		
Start Month	10	End Month	11

Objectives

The objective of WP17 is to premiere the produced documentary film in UO and to raise the awareness about the importance of preserving national and cultural identity for better European integration, highlighting the challenges and opportunities brought by EU accession.

Description

T17.1 Plan the film screening event in PL and invite participants Select a suitable venue and time; develop an event plan that outlines the agenda, activities, necessary resources. Invite the film screening participants. Ensure the presence of filming crew and lecturer.

T17.2 Implement the film screening event in PL An open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew via Sli.do or similar Q&A and polling platform.

101-125 participants from 7-9 EU countries. In situ. Partners LV,PL

Work package WP18 – Documentary film screening in UJEP

Work Package Number	WP18	Lead Beneficiary	7 - UJEP
Work Package Name	Documentary film screening in UJEP		
Start Month	10	End Month	11

Objectives

The objective of WP18 is to premiere the produced documentary film in UJEP and to raise the awareness about the importance of preserving national and cultural identity for better European integration, highlighting the challenges and opportunities brought by EU accession.

Description

T18.1 Plan the film screening event in CZ and invite participants Select a suitable venue and time; develop an event plan that outlines the agenda, activities, necessary resources. Invite the film screening participants. Ensure the presence of filming crew and lecturer.

T18.2 Implement the film screening event in CZ An open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew via Sli.do or similar Q&A and polling platform.

101-125 participants from 7-9 EU countries. In-situ. Partners from LV, CZ

Work package WP19 – Documentary film screening in UKBA

Work Package Number	WP19	Lead Beneficiary	5 - UKBA
Work Package Name	Documentary film screening in UKBA		
Start Month	10	End Month	11

Objectives

The objective of WP19 is to premiere the produced documentary film in UKBA and to raise the awareness about the

importance of preserving national and cultural identity for better European integration, highlighting the challenges and opportunities brought by EU accession.

Description

T19.1 Plan the film screening event in SK and invite participants Select a suitable venue and time; develop an event plan that outlines the agenda, activities, necessary resources. Invite the film screening participants. Ensure the presence of filming crew and lecturer.

T19.2 Implement the film screening event in SK An open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew via Sli.do or similar Q&A and polling platform.

101-125 participants from 7-9 EU countries. In-situ. Partners from LV, SK

Work package WP20 – Documentary film screening in UPS

Work Package Number	WP20	Lead Beneficiary	6 - UPS
Work Package Name	Documentary film screening in UPS		
Start Month	10	End Month	11

Objectives

The objective of WP20 is to premiere the produced documentary film in UPS and to raise the awareness about the importance of preserving national and cultural identity for better European integration, highlighting the challenges and opportunities brought by EU accession.

Description

T20.1 Plan the film screening event in HU and invite participants Select a suitable venue and time; develop an event plan that outlines the agenda, activities, necessary resources. Invite the film screening participants. Ensure the presence of filming crew and lecturer.

T20.2 Implement the film screening event in HU An open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew via Sli.do or similar Q&A and polling platform.

101-125 participants from 7-9 EU countries. In-situ. Partners from LV, HU

Work package WP21 – Documentary film screening for UA

Work Package Number	WP21	Lead Beneficiary	1 - LU
Work Package Name	Documentary film screening for UA		
Start Month	10	End Month	11

Objectives

The objective of WP21 is to premiere the produced documentary film in UKD and to raise the awareness about the importance of preserving national and cultural identity for better European integration, highlighting the challenges and opportunities brought by EU accession.

Description

T21.1 Plan the film screening event in LV for UA and invite participants Select a suitable venue and time; develop an event plan that outlines the agenda, activities, necessary resources. Invite the film screening participants. Ensure the presence of filming crew and lecturer.

T21.2 Implement the film screening event in UL for UA. An open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew via Sli.do or similar Q&A and polling platform.

101-125 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). In-situ. Partners from LV

Work package WP22 – Development and presentation of the Lifelong Learning Open Course on Intercultural Communication

Work Package Number	WP22	Lead Beneficiary	2 - UO
Work Package Name	Development and presentation of the Lifelong Learning Open Course on Intercultural Communication		
Start Month	3	End Month	9

Objectives

The objective of WP22 is to develop and present a Lifelong Learning Open Course on Intercultural Communication, outlining the content, goals, and expected outcomes of the course to the specific audience. The course aims to provide an accessible learning resource for individuals interested in understanding and navigating cultural diversity within the European context. By covering topics such as cultural awareness, effective communication, cross-cultural collaboration, stereotypes and prejudices, global citizenship, etc. the course seeks to enhance intercultural competence and promote understanding, empathy, and inclusivity. The involvement of partner universities in contributing to the course content and ensures its relevance to the project consortium and beyond.

Description

T22.1 Develop the course materials and prepare lectures Researching best practice, identifying lecturers and topics, designing, and producing course materials such as lesson plans, study guides, handouts, etc. Prepare lectures with a dynamic and visually appealing content that presents key concepts, case studies, and real-world examples to enhance the learning experience. The course development process incorporates input and contributions from partner universities to ensure the course materials are relevant, up-to-date, and cater to the specific needs of the target audience.

T22.2 Plan the course presentation event Choose a suitable date and time for the event. Develop a detailed plan that outlines the event's schedule, agenda, and activities. Prepare necessary presentations and demonstrations, possible answers for the Q&A session.

T22.3 Implement the course presentation event Implement the event online according to the developed plan. 201-300 participants from 7-9 EU countries. Online. Partners LV, LT, EE, PL, SK, CZ, HU

Work package WP23 – Piloting of the Lifelong Learning Open Course on Intercultural Communication

Work Package Number	WP23	Lead Beneficiary	2 - UO
Work Package Name	Piloting of the Lifelong Learning Open Course on Intercultural Communication		
Start Month	9	End Month	12

Objectives

The objective of WP23 is to pilot the developed Lifelong Learning Open Course on Intercultural Communication in order to assess its effectiveness, identify areas for improvement, and gather feedback from enrolled students and academic/administrative staff. By piloting the course, the course developers will be able to evaluate the course content, teaching methods, and learning outcomes to ensure that it meets the intended objectives and addresses the needs of the target audience. The feedback obtained from the pilot phase will help to refine and adapt the course materials, video lectures, and interactive components to enhance the overall learning experience. Ultimately, the objective of piloting is to validate and optimize the course before its wider release, ensuring its quality and relevance for future learners.

Description

T23.1 Plan the course and enrol the pilot course participants Develop course plan, including dates and times, clear with the involved lecturers. Identify and recruit individuals who will participate in the initial run of the course. This includes creating promotional materials and outreach strategies for course introduction. Design an application system, collecting participant information and conducting a selection procedure.

Appropriate communication channels will be used to reach potential participants. The goal is to attract a diverse and engaged group of individuals who are interested in developing their intercultural communication skills and are willing to provide feedback and insights to improve the course during the pilot phase.

T23.2 Pilot the course Pilot the course according to the plan and record the online lectures for further dissemination.

T23.3 Evaluate, adapt and distribute the final version of the course Summarize the pilot course results, re-evaluate the course content, teaching methods and learning outcomes, adapt the material. Distribute via e-learning tools, MOOCs and other communication channels, including the developed Network platform.

101-200 participants from 7-9 EU countries. Online. Partners LV, LT, EE, PL, SK, CZ, HU

STAFF EFFORT


Staff effort per participant											
<i>Grant Preparation (Work packages - Effort screen) — Enter the info.</i>											
Participant	WP1	WP2	WP3	WP4	WP5	WP6	WP7	WP8	WP9	WP10	Total Person-Months
1 - LU	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	23.00
2 - UO	1.00	1.00	1.00	1.00				1.00			9.00
3 - VU	1.00	1.00	1.00	1.00		1.00					9.00
4 - Very films											8.00
5 - UKBA	1.00	1.00	1.00	1.00						1.00	9.00
6 - UPS	1.00	1.00	1.00	1.00							10.00
7 - UJEP	1.00	1.00	1.00	1.00					1.00		9.00
8 - UT	1.00	1.00	1.00	1.00			1.00				9.00
Total Person-Months	7.00	7.00	7.00	7.00	1.00	2.00	2.00	2.00	2.00	2.00	86.00

Staff effort per participant											
<i>Grant Preparation (Work packages - Effort screen) — Enter the info.</i>											
Participant	WP11	WP12	WP13	WP14	WP15	WP16	WP17	WP18	WP19	WP20	Total Person-Months
1 - LU	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	23.00
2 - UO				1.00			1.00				9.00
3 - VU				1.00	1.00						9.00
4 - Very films				1.00	1.00	1.00	1.00	1.00	1.00	1.00	8.00
5 - UKBA				1.00					1.00		9.00
6 - UPS	1.00		1.00	1.00						1.00	10.00

Staff effort per participant											
<i>Grant Preparation (Work packages - Effort screen) — Enter the info.</i>											
Participant	WP11	WP12	WP13	WP14	WP15	WP16	WP17	WP18	WP19	WP20	Total Person-Months
7 - UJEP				1.00				1.00			9.00
8 - UT				1.00		1.00					9.00
Total Person-Months	2.00	1.00	2.00	8.00	3.00	3.00	3.00	3.00	3.00	3.00	86.00

Staff effort per participant				
<i>Grant Preparation (Work packages - Effort screen) — Enter the info.</i>				
Participant	WP21	WP22	WP23	Total Person-Months
1 - LU	1.00	1.00	1.00	23.00
2 - UO		1.00	1.00	9.00
3 - VU		1.00	1.00	9.00
4 - Very films	1.00			8.00
5 - UKBA		1.00	1.00	9.00
6 - UPS		1.00	1.00	10.00
7 - UJEP		1.00	1.00	9.00
8 - UT		1.00	1.00	9.00
Total Person-Months	2.00	7.00	7.00	86.00

LIST OF DELIVERABLES

Deliverables						
<i>Grant Preparation (Deliverables screen) — Enter the info.</i>						
<i>The labels used mean:</i>						
<i>Public — fully open ( automatically posted online)</i>						
<i>Sensitive — limited under the conditions of the Grant Agreement</i>						
<i>EU classified — RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision 2015/444</i>						
Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D1.1	Network platform	WP1	1 - LU	DEC — Websites, patent filings, videos, etc	PU - Public	4
D1.2	Network portal presentation event description sheet	WP1	1 - LU	R — Document, report	PU - Public	4
D2.1	Memorandum of cooperation EDS	WP2	1 - LU	R — Document, report	PU - Public	4
D3.1	Instagram account EDS	WP3	6 - UPS	DEC — Websites, patent filings, videos, etc	PU - Public	2
D3.2	Selected 11 photographs EDS	WP3	6 - UPS	DEC — Websites, patent filings, videos, etc	PU - Public	4
D4.1	Student photo exhibition opening EDS	WP4	1 - LU	R — Document, report	PU - Public	4
D5.1	Europe celebration event (LV) description sheet	WP5	1 - LU	R — Document, report	PU - Public	4
D6.1	Europe celebration event (LT) description sheet	WP6	3 - VU	R — Document, report	PU - Public	4
D7.1	Europe celebration event (EE) description sheet	WP7	8 - UT	R — Document, report	PU - Public	4
D8.1	Europe celebration event (PL) description sheet	WP8	2 - UO	R — Document, report	PU - Public	4

Deliverables						
<i>Grant Preparation (Deliverables screen) — Enter the info.</i>						
<i>The labels used mean:</i>						
<i>Public — fully open (⚠ automatically posted online)</i>						
<i>Sensitive — limited under the conditions of the Grant Agreement</i>						
<i>EU classified — RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision 2015/444</i>						
Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D9.1	Europe celebration event (CZ) description sheet	WP9	7 - UJEP	R — Document, report	PU - Public	4
D10.1	Europe celebration event (SK) description sheet	WP10	5 - UKBA	R — Document, report	PU - Public	4
D11.1	Europe celebration event (HU) description sheet	WP11	6 - UPS	R — Document, report	PU - Public	4
D12.1	Europe celebration event for UA description sheet	WP12	1 - LU	R — Document, report	PU - Public	4
D13.1	Flash mob video EDS	WP13	6 - UPS	DEC — Websites, patent filings, videos, etc	PU - Public	5
D14.1	Documentary film EDS	WP14	4 - Very films	DEC — Websites, patent filings, videos, etc	PU - Public	10
D14.2	Documentary film screening event in UL description sheet	WP14	1 - LU	R — Document, report	PU - Public	10
D15.1	Documentary film screening event in VU description sheet	WP15	3 - VU	R — Document, report	PU - Public	10
D16.1	Documentary film screening event in EE description sheet	WP16	8 - UT	R — Document, report	PU - Public	10
D17.1	Documentary film screening event in UO description sheet	WP17	2 - UO	R — Document, report	PU - Public	10

Deliverables						
<i>Grant Preparation (Deliverables screen) — Enter the info.</i>						
<i>The labels used mean:</i>						
<i>Public — fully open (⚠ automatically posted online)</i>						
<i>Sensitive — limited under the conditions of the Grant Agreement</i>						
<i>EU classified — RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision 2015/444</i>						
Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D18.1	Documentary film screening event in UJEP description sheet	WP18	7 - UJEP	R — Document, report	PU - Public	10
D19.1	Documentary film screening event in UKBA description sheet	WP19	5 - UKBA	R — Document, report	PU - Public	10
D20.1	Documentary film screening event in UPS description sheet	WP20	6 - UPS	R — Document, report	PU - Public	10
D21.1	Documentary film screening event in LU for UA description sheet	WP21	1 - LU	R — Document, report	PU - Public	10
D22.1	Description sheet of the Lifelong learning open course on intercultural communication presentation event	WP22	2 - UO	R — Document, report	PU - Public	9
D23.1	Lifelong learning open course on intercultural communication EDS	WP23	2 - UO	R — Document, report	PU - Public	12

Deliverable D1.1 – Network platform

Deliverable Number	D1.1	Lead Beneficiary	1 - LU
Deliverable Name	Network platform		
Type	DEC — Websites, patent filings, videos, etc	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP1

Description
<p>Screenshots of the online portal (.jpeg files, English language). Online event. 101 to 200 participants from 7-9 EU countries. Partners LV, LT, EE, PL,SK, CZ, HU To create, develop and launch an online platform for joint collaboration, coordination, and mutual benefit of the Network members and to introduce and train the end users on the functionalities of the dedicated online tool developed within the project.</p>

Deliverable D1.2 – Network portal presentation event description shee

Deliverable Number	D1.2	Lead Beneficiary	1 - LU
Deliverable Name	Network portal presentation event description shee		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP1

Description
<p>Electronic document (.pdf file, English language) Online event. Duration - 1 day. 101 to 200 participants from 7-9 EU countries. Partners LV, LT, EE, PL,SK, CZ, HU Implement the event online according to the developed plan. Target group - staff and students of the participating universities. Event will present and open for staff and students of the participating universities the created online portal for information exchange on cultural events in universities.</p>

Deliverable D2.1 – Memorandum of cooperation EDS

Deliverable Number	D2.1	Lead Beneficiary	1 - LU
Deliverable Name	Memorandum of cooperation EDS		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP2

Description
<p>Electronic document (.pdf file, English language) In situ 2-3 day event in Riga, Latvia. 76-100 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). Partners from LV, LT, EE, PL, SK, CZ, HU. Target group - staff and students of partnering universities. To establish a network of European universities, university culture centers, student unions, and similar units, departments or faculties within the universities with the aim to support the participation of university students and employees in non-formal art and culture education programs and maintain active culture life within the universities by development a regulatory framework for the Network and sign a formal Memorandum of Cooperation for future cooperation and the sustainability of Network.</p>

Deliverable D3.1 – Instagram account EDS

Deliverable Number	D3.1	Lead Beneficiary	6 - UPS
Deliverable Name	Instagram account EDS		
Type	DEC — Websites, patent filings, videos, etc	Dissemination Level	PU - Public
Due Date (month)	2	Work Package No	WP3

Description	
<p>Screenshots of the Instagram account (jpg files, English language) Online event. Partners LV, LT, EE, PL, SK, CZ, HU At least 300 participants/students from 10-12 EU countries (10 EU member states from 2004). Create a dedicated Instagram account to serve as a platform for uploading and showcasing all submitted photo competition entries Implement the 2-3 day event Signing the Memorandum of Cooperation in-situ in Riga on May 2024, Latvia according to the developed plan. 76-100 participants from 7-9 EU countries (LV, LT, EE, PL, CZ, SK, HU). Partners from LV, LT, EE, PL, SK, CZ, HU. Target group - partner university staff and students and any other interested parties.</p>	

Deliverable D3.2 – Selected 11 photographs EDS

Deliverable Number	D3.2	Lead Beneficiary	6 - UPS
Deliverable Name	Selected 11 photographs EDS		
Type	DEC — Websites, patent filings, videos, etc	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP3

Description	
<p>Digital photos (jpeg, photo caption in English language) Online event. Partners LV, LT, EE, PL, SK, CZ, HU At least 300 participants/students from 10-12 EU countries (10 EU member states from 2004). Form a panel of judges (photographers, art professionals, academic staff, students, etc.), evaluate the submitted entries and select winning photographs, organize online national meetings with students entering competition, discussing their entries and announcing winners.</p>	

Deliverable D4.1 – Student photo exhibition opening EDS

Deliverable Number	D4.1	Lead Beneficiary	1 - LU
Deliverable Name	Student photo exhibition opening EDS		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP4

Description	
<p>Electronic document (pdf file, English language) 51-75 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). In-situ 5 - 7 day event in Brussels, Belgium in April 2024. Partners LV, LT, EE, PL, SK, CZ, HU Implement the event in-situ in Brussels according to the developed plan. After the set period, remove the photo posters from the premises. Target group - members of the European Parliament</p>	

Deliverable D5.1 – Europe celebration event (LV) description sheet

Deliverable Number	D5.1	Lead Beneficiary	1 - LU
Deliverable Name	Europe celebration event (LV) description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP5

Description
Electronic document (pdf file, English language) 100-125 participants from 7-9 EU countries (LV, LT, PL, EE, CZ, SK, HU). In-situ in Riga, Latvia. Partners LV Implement the 1-2 day event in May 2024 in-situ in Riga, Latvia according to the developed scenario. Target group - university students and staff, general population.

Deliverable D6.1 – Europe celebration event (LT) description sheet

Deliverable Number	D6.1	Lead Beneficiary	3 - VU
Deliverable Name	Europe celebration event (LT) description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP6

Description
Electronic document (pdf file, English language) 201-225 participants from 7-9 EU countries (LV, LT, EE, PL, CZ, SK, HU) . Partners from LV, LT Implement the 1-2 day event in May 2024 in-situ in Vilnius, Lithuania according to the developed scenario. Target group - university staff and students, general population.

Deliverable D7.1 – Europe celebration event (EE) description sheet

Deliverable Number	D7.1	Lead Beneficiary	8 - UT
Deliverable Name	Europe celebration event (EE) description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP7

Description
Electronic document (pdf file, English language) 1-2 day in-situ event. 101-125 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). Partners from LV,EE Implement the event in May 2024 in-situ in Tartu, Estonia according to the developed scenario. Target group - university students and staff, general population.

Deliverable D8.1 – Europe celebration event (PL) description sheet

Deliverable Number	D8.1	Lead Beneficiary	2 - UO
Deliverable Name	Europe celebration event (PL) description sheet		
Type	R — Document, report	Dissemination Level	PU - Public

Due Date (month)	4	Work Package No	WP8
-------------------------	---	------------------------	-----

Description
Electronic document (pdf file, English language) 1-2 day in-situ event. 101-125 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). Partners from LV, PL Implement the event in May 2024 in-situ in Opole, Poland according to the developed scenario. Target group - university students and staff, general population.

Deliverable D9.1 – Europe celebration event (CZ) description sheet

Deliverable Number	D9.1	Lead Beneficiary	7 - UJEP
Deliverable Name	Europe celebration event (CZ) description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP9

Description
Electronic document (pdf file, English language) In-situ event. 101-125 participants from 7-9 EU countries (LV, LT, EE, PL, CZ, SK, HU). Partners from LV,CZ Implement the 1-2 day event in MAY 2024 in-situ in Ústí nad Labem, Czech Republic according to the developed scenario. Target group - university students and staff, general population.

Deliverable D10.1 – Europe celebration event (SK) description sheet

Deliverable Number	D10.1	Lead Beneficiary	5 - UKBA
Deliverable Name	Europe celebration event (SK) description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP10

Description
Electronic document (pdf file, English language) In-situ event. 151-175 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). Partners from LV, SK Implement the 1-2 day event in May 2024 in-situ in Bratislava, Slovakia according to the developed scenario. Target group - university students and staff, general population.

Deliverable D11.1 – Europe celebration event (HU) description sheet

Deliverable Number	D11.1	Lead Beneficiary	6 - UPS
Deliverable Name	Europe celebration event (HU) description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP11

Description
Electronic document (pdf file, English language) In-situ event. 201-225 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). Partners from LV, HU

Implement the 1-2 day event in May 2024 in-situ in Budapest, Hungary according to the developed scenario. Target group - university students and staff, general population.

Deliverable D12.1 – Europe celebration event for UA description sheet

Deliverable Number	D12.1	Lead Beneficiary	1 - LU
Deliverable Name	Europe celebration event for UA description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	4	Work Package No	WP12

Description

Electronic document (pdf file, English language)

In-situ event. 101-125 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). Partners from LV

Implement the 1-2 day event in-situ in Riga, Latvia according to the developed scenario. Target group - university students and staff, general population.

Deliverable D13.1 – Flash mob video EDS

Deliverable Number	D13.1	Lead Beneficiary	6 - UPS
Deliverable Name	Flash mob video EDS		
Type	DEC — Websites, patent filings, videos, etc	Dissemination Level	PU - Public
Due Date (month)	5	Work Package No	WP13

Description

Digital video file (mp3 file, English language)

More than 300 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). Online in May 2024. Partners from LV, HU

Organizing 1-day flash-mob performance outdoors. Editing footage of the flash mob performance from all the partner countries, adding music, graphs, etc., to create a visually compelling video to be distributed via project partner communication channels to reach a wide audience, preserving the memory of the flash mob and amplifying its reach and impact. Target group - students and staff of participating universities, general public.

Deliverable D14.1 – Documentary film EDS

Deliverable Number	D14.1	Lead Beneficiary	4 - Very films
Deliverable Name	Documentary film EDS		
Type	DEC — Websites, patent filings, videos, etc	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP14

Description

Digital video file (mp3 file, English language)

101-125 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). In-situ in Riga, Latvia. Partners from LV, LT, EE, PL, SK, CZ, HU

An open lecture on an important topic in EU history (1-day event). Screening of the documentary film. Discussion with

the filming crew that is video recorded and streamed online. Coordination of international audience interaction via Sli.do or similar Q&A and polling platform. Target group - students and staff of the university.

Deliverable D14.2 – Documentary film screening event in UL description sheet

Deliverable Number	D14.2	Lead Beneficiary	1 - LU
Deliverable Name	Documentary film screening event in UL description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP14

Description

Electronic document (pdf file, English language)

101-125 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). In-situ in Riga, Latvia in December 2024. Partners from LV, LT, EE, PL, SK, CZ, HU

1-day event. An open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew that is video recorded and streamed online. Coordination of international audience interaction via Sli.do or similar Q&A and polling platform. Target group - students and staff of university, general public.

Deliverable D15.1 – Documentary film screening event in VU description sheet

Deliverable Number	D15.1	Lead Beneficiary	3 - VU
Deliverable Name	Documentary film screening event in VU description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP15

Description

Electronic document (pdf file, English language)

101-125 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). In-situ in Vilnius, Lithuania in December 2024. Partners LV, LT

An 1-day open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew via Sli.do or similar Q&A and polling platform. Target group - university students and staff, general population.

Deliverable D16.1 – Documentary film screening event in EE description sheet

Deliverable Number	D16.1	Lead Beneficiary	8 - UT
Deliverable Name	Documentary film screening event in EE description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP16

Description

Electronic document (pdf file, English language)

101-125 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). In-situ in Tartu, Estonia in December 2024. Partners LV, EE

An 1-day open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the

filming crew via Sli.do or similar Q&A and polling platform. Target group - university students and staff, general population.

Deliverable D17.1 – Documentary film screening event in UO description sheet

Deliverable Number	D17.1	Lead Beneficiary	2 - UO
Deliverable Name	Documentary film screening event in UO description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP17

Description

Electronic document (pdf file, English language)

101-125 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). In situ in Opole, Poland in December 2024. Partners LV,PL

An 1-day open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew via Sli.do or similar Q&A and polling platform. Target group - university students and staff, general population.

Deliverable D18.1 – Documentary film screening event in UJEP description sheet

Deliverable Number	D18.1	Lead Beneficiary	7 - UJEP
Deliverable Name	Documentary film screening event in UJEP description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP18

Description

Electronic document (pdf file, English language)

101-125 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). In-situ event in-situ in Ústí nad Labem, Czech Republic in December 2024. Partners from LV, CZ

An 1-day open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew via Sli.do or similar Q&A and polling platform. Target group - university students and staff, general population.

Deliverable D19.1 – Documentary film screening event in UKBA description sheet

Deliverable Number	D19.1	Lead Beneficiary	5 - UKBA
Deliverable Name	Documentary film screening event in UKBA description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP19

Description

Electronic document (pdf file, English language)

101-125 participants from 7-9 EU countries (LV, LT, EE, PL, CZ, SK, HU). In-situ in Bratislava, Slovakia in December 2024. Partners from LV, SK

An 1-day open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the

filming crew via Sli.do or similar Q&A and polling platform. Target group - university students and staff, general population.

Deliverable D20.1 – Documentary film screening event in UPS description sheet

Deliverable Number	D20.1	Lead Beneficiary	6 - UPS
Deliverable Name	Documentary film screening event in UPS description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP20

Description

Electronic document (pdf file, English language)

101-125 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). In-situ event in Budapest, Hungary in December 2024. Partners from LV, HU

An 1-day open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew via Sli.do or similar Q&A and polling platform. Target group - university students and staff, general population.

Deliverable D21.1 – Documentary film screening event in LU for UA description sheet

Deliverable Number	D21.1	Lead Beneficiary	1 - LU
Deliverable Name	Documentary film screening event in LU for UA description sheet		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP21

Description

Electronic document (pdf file, English language)

101-125 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). In-situ event in Riga, Latvia in December 2024. Partners from LV

An open lecture on an important topic in EU history. Screening of the documentary film. Discussion with the filming crew via Sli.do or similar Q&A and polling platform. Target group - university students and staff, general population.

Deliverable D22.1 – Description sheet of the Lifelong learning open course on intercultural communication presentation event

Deliverable Number	D22.1	Lead Beneficiary	2 - UO
Deliverable Name	Description sheet of the Lifelong learning open course on intercultural communication presentation event		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	9	Work Package No	WP22

Description

Electronic document (pdf file, English language)

Online event. course presentation event 201-300 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). Online in January 2025. Partners LV, LT, EE, PL, SK, CZ, HU

Develop high quality and accessible study course that equips learners with the knowledge, skills, and attitudes necessary

to navigate and foster intercultural understanding within the European context. Target group - students of partnering universities and any other interested party.

Deliverable D23.1 – Lifelong learning open course on intercultural communication EDS

Deliverable Number	D23.1	Lead Beneficiary	2 - UO
Deliverable Name	Lifelong learning open course on intercultural communication EDS		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	12	Work Package No	WP23

Description

DEM (set of video lectures and course materials, English language). Pilot course for 101-200 participants from 7-9 EU countries (LV, LT, EE, PL, SK, CZ, HU). Online in January-February 2025. Partners LV, LT, EE, PL, SK, CZ, HU
Develop high quality and accessible study course that equips learners with the knowledge, skills, and attitudes necessary to navigate and foster intercultural understanding within the European context. Target group - students and staff of partnering universities and any other interested party.

LIST OF MILESTONES

Milestones					
<i>Grant Preparation (Milestones screen) — Enter the info.</i>					
Milestone No	Milestone Name	Work Package No	Lead Beneficiary	Means of Verification	Due Date (month)
1	Developed and launched online platform for Network members	WP1	1 - LU	Website	4
2	Implemented Network platform presentation event and user training	WP1	1 - LU	website	4
3	Developed Memorandum of Cooperation	WP2	1 - LU	Memorandum of Cooperation	4
4	Implemented Memorandum of Cooperation Signing Ceremony	WP2	1 - LU	Publicity materials, media review	4
5	Selected Winning Photographs	WP3	6 - UPS	11 Photographs	4
6	Opened student photo exhibition in Brussels (EP)	WP4	1 - LU	Publicity materials, media review	4
7	Implemented Europe celebration event in Riga, Latvia	WP5	1 - LU	Publicity materials, media review	4
8	Implemented Europe celebration event in Vilnius, Lithuania	WP6	3 - VU	Publicity materials, media review	4
9	Implemented Europe celebration event in Tartu, Estonia	WP7	8 - UT	Publicity materials, media review	4
10	Implemented Europe celebration event in Opole, Poland	WP8	2 - UO	Publicity materials, media review	4
11	Implemented Europe celebration event in Ústí nad Labem, Czech Republic	WP9	7 - UJEP	Publicity materials, media review	4
12	Implemented Europe celebration event in Bratislava, Slovakia	WP10	5 - UKBA	Publicity materials, media review	4

Milestones					
<i>Grant Preparation (Milestones screen) — Enter the info.</i>					
Milestone No	Milestone Name	Work Package No	Lead Beneficiary	Means of Verification	Due Date (month)
13	Implemented Europe celebration event in Budapest, Hungary	WP11	6 - UPS	Publicity materials, media review	4
14	Implemented Europe celebration event in Riga, Latvia for Ukraine	WP12	1 - LU	Publicity materials, media review	4
15	Implemented telebridge	WP13	6 - UPS	Flash mob video, publicity materials, media review	5
16	Produced documentary film	WP14	4 - Very films	Documentary video film	10
17	Documentary film premiered in VU	WP15	3 - VU	Signed presence list	10
18	Documentary film premiered in UT	WP16	8 - UT	Signed presence list	10
19	Documentary film premiered in UO	WP17	2 - UO	Signed presence list	10
20	Documentary film premiered in UJEP	WP18	7 - UJEP	Signed presence list	10
21	Documentary film premiered in UKBA	WP19	5 - UKBA	Signed presence list	10
22	Documentary film premiered in UPS	WP20	6 - UPS	Signed presence list	10
23	Documentary film premiered in UL for Ukraine	WP21	1 - LU	Signed presence list	10
24	Developed and presented lifelong learning open course on intercultural communication	WP22	2 - UO	Recording of the online presentation event	9
25	Developed and presented LLL open course on intercultural communication	WP23	2 - UO	Recording of the online presentation event	11
26	EU survey on Justice, Right and Values	WP23, WP2	1 - LU	Filled in survey questionnaires. It is confirmed that the link to the EU Survey on Justice, Rights and Values has been shared to the participants attending events and trainings organized in the	12

Milestones					
<i>Grant Preparation (Milestones screen) — Enter the info.</i>					
Milestone No	Milestone Name	Work Package No	Lead Beneficiary	Means of Verification	Due Date (month)
				context of the project activities and that they have been asked to participate in this survey	

LIST OF CRITICAL RISKS

Critical risks & risk management strategy			
<i>Grant Preparation (Critical Risks screen) — Enter the info.</i>			
Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
1	Changes in consortium set-up	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11, WP21, WP1, WP2, WP14	Consortium functioning and partners will be constantly monitored. If any partner expresses willingness to drop out, the situation will be discussed with the partner and the optimal situation for the partner to stay in the project will be searched for. If the dropout situation remains, depending on the project stage, a new partner will be searched for or the consortium will continue in the remaining set-up. In both cases tasks will be re-shifted between partners and project amendments will be made. Likelihood: Low Impact: Low
2	Inappropriate management structure	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11,	Project management (PM) structure for this event-based project has been well thought over and discussed within the consortium. It is well-structured and staff responsibilities are clearly defined even if there are no separate project management costs planned. The lead partner as well as the partner organizations have previous positive experience in project work. If the planned structure will turn out to be inappropriate, the partners will take immediate action to define a new structure and put it in place. The project management guidelines (project internal communication, document management, financial management, etc.) will help to follow up the quality of the implementation process.

Critical risks & risk management strategy			
<i>Grant Preparation (Critical Risks screen) — Enter the info.</i>			
Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
		WP21, WP1, WP2, WP14	Likelihood: Low Impact: Medium
3	Passive partner organizations Likelihood: Low Impact: High	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11, WP21, WP1, WP2, WP14	The partners jointly worked on assessing the needs of the target group, formulating the project objectives and planned the project activities to be implemented in their organizations and countries. Based on this preparatory work, a detailed time–activity plan will be elaborated, discussed with all partners and closely followed up to monitor the involvement of all partner organizations and to avoid any delays in the planned time-line and prevent problems with the achievement of the project results. Regular partner meetings will monitor partner organization activity in the project implementation and take corrective and support actions, if necessary.
4	Cultural differences among consortium partners work style Likelihood: Medium Impact: Medium	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11, WP21, WP1, WP2, WP14	To avoid the risks associated with cultural differences among consortium partners' work styles, it is crucial to prioritize clear communication channels. Establishing open and frequent lines of communication will help facilitate understanding, collaboration, and alignment. Within the project, an environment that values diversity will be fostered and respectful dialogue encouraged, allowing consortium partners to express their viewpoints and preferences openly. By prioritizing effective communication, potential misunderstandings will be addressed, conflicts resolved, thereby reducing the impact of cultural differences on the project's success. Frequent communication and timely discussion of upcoming issues will also help to avoid possible challenges related to work style culture.
5	Partners do not adhere to the planned budget Likelihood: Medium Impact: Medium	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11, WP21, WP1, WP2, WP14	PM will monitor financial expenditure and propose redistribution of budgets if necessary. Clear budgetary guidelines and monitoring mechanisms will be established, regularly tracking and reviewing the project expenses, maintaining an open and transparent communication, and enforcing consequences for non-compliance: lead partner will gather regular 3-monthly financial reports and bilateral information exchange between the lead partner and each of the project partners will be performed following every 3-month report. The expenditure will be revised, partner specific feedback on the budgets will be given and corrective actions taken, if necessary.

Critical risks & risk management strategy			
<i>Grant Preparation (Critical Risks screen) — Enter the info.</i>			
Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
6	Planned budget is insufficient Likelihood: Medium Impact: High	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11, WP21, WP1, WP2, WP14	If during the project implementation the planned financial resources will turn out not to be sufficient due to inflation or tax changes there is an option of reallocating certain amounts of resources between the event/ WP/partner budgets (with approval from the Contracting Authority). Another option is for the partners to allocate additional resources from their own budgets. Ongoing (on a 3-monthly basis) monitoring of the planned budget and partner expenditure will help to identify the possibility of the risk timely and to respond appropriately
7	Delayed signing of GA & Consortium agreement Likelihood: Low Impact: Medium	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11, WP21, WP1, WP2, WP14	Shifting the time plan might have serious consequences as all project activities take into account the set time-frame (12 months of the anniversary year), availability of venues for the project events (specifically the EP premises in Brussels). However, seeing any delays in project start-up, it will be possible to slightly shift the time frame of the project plan accordingly.
8	Delays in staff contracting Likelihood: Low Impact: Medium	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11, WP21, WP1, WP2, WP14	As most of the involved project staff is already identified and assigned, contracting procedures should be smooth and timely. The project partners know all legal and technical issues for timely contracting. Contracts will be prepared as soon as the action is approved so that the involved personnel can start working immediately after the GA & Consortium agreement is signed.
9	Changes in lead partner staff Likelihood: Low Impact: Low	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13,	The lead partner organization is a large higher education institution and as such has sufficient human resources with respective professional specialization and interest. If any changes take place, another university staff member will immediately substitute the leaving staff member.

Critical risks & risk management strategy			
<i>Grant Preparation (Critical Risks screen) — Enter the info.</i>			
Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
		WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11, WP21, WP1, WP2, WP14	New team member merits will be appropriate (not lower than of the previously assigned staff member). Offered job conditions should prevent staff from quitting.
10	Partners do not fulfil their obligations and do not deliver planned outputs. Likelihood: Low Impact: High	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11, WP21, WP1, WP2, WP14	Deliverables will be tracked by each WP leading organization and by the PM, who will discuss the status of all planned deliverables in the regular online PM team meetings. 1 month prior to the delivery of the milestone/deliverable, the PM will be in touch with the WP leading organization about the status of the action, helping to find a solution if a delay is expected.
11	Difficulties to involve the planned number of participants and countries Likelihood: Medium Impact: High	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11, WP21, WP1, WP2, WP14	Events have been carefully planned together with all involved parties. Each event has a back-up plan (plan B). Partners have previous extensive experience in organizing public events with wide public participation and have ways to reach out and address potential participants. In case this will not be sufficient, various organizations from partners' ecosystems will be addressed and involved. Information about the events will be sent out well before the events thus giving space for attraction of a planned number of participants and for ensuring the planned country representation.
12	Challenges with information exchange among partners Likelihood: Medium Impact: Medium	WP23, WP7, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20,	Risk will be mitigated by establishing effective communication channels, defining clear roles and responsibilities, standardized formats, a culture of open communication. PM will closely follow the developed time-activity plan and will regularly inform partners about the upcoming deadlines. Timely notifications and reminders will help to avoid information exchange delays and provide any necessary support.

Critical risks & risk management strategy			
<i>Grant Preparation (Critical Risks screen) — Enter the info.</i>			
Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
		WP22, WP11, WP21, WP1, WP2, WP14	
13	Discriminatory effects and accessibility barriers in project implementation Likelihood: Medium Impact: Medium	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11, WP21, WP1, WP2, WP14	The risk of discriminatory effects will be mitigated by creating a culture of inclusivity, actively promoting diversity and consistently monitoring project implementation. A proactive approach centred on fostering inclusivity and equality has been adopted already at the project planning stage. All project activities are designed observing policies that explicitly prohibit any form of discrimination and ensuring that all partners are aware of these policies. Open and respectful communication will be encouraged to address any concerns or incidents related to discrimination promptly. During the implementation of the project, all activities, processes, and outcomes will be regularly assessed to identify any potential discriminatory effects due to gender, age or disability and take immediate corrective actions and remove accessibility barriers.
14	Media oversaturated with politics and war related news Likelihood: High Impact: Low	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11, WP21, WP1, WP2, WP14	Communication surrounding the events will always be framed in a positive manner, with emphasis on inclusivity, diversity and equality. Communication will be targeted, interesting, informative and visually attractive.
15	Problems with service providers/ subcontractors Likelihood: Medium Impact: High	WP23, WP7, WP10, WP6, WP12, WP17, WP16, WP13, WP15, WP19, WP8, WP5, WP3, WP18, WP4, WP9, WP20, WP22, WP11,	If and when the implementation of the action requires the consortium partners to procure goods, works or services, contracts will be awarded in accordance with the partner organizations' usual purchasing practices provided that the contract is awarded to the tender offering best value for money or offering the lowest price. In doing so, any conflict of interests will be avoided. A back-up list of possible suppliers will be created to ensure necessary substitutions, if necessary.

Critical risks & risk management strategy*Grant Preparation (Critical Risks screen) — Enter the info.*

Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
		WP21, WP1, WP2, WP14	

PROJECT	
Project name:	[Twenty years of cultural enrichment in reunified Europe]
Project acronym:	[CAMINO]
Coordinator contact:	[Indra Trofimovica], [University of Latvia]

TABLE OF CONTENTS

ADMINISTRATIVE FORMS (PART A)	0
TECHNICAL DESCRIPTION (PART B)	1
COVER PAGE	1
PROJECT SUMMARY	3
1. RELEVANCE	3
1.1 Background and general objectives	3
1.2 Needs analysis and specific objectives	4
1.3 Complementarity with other actions and innovation — European added value	5
2. QUALITY	7
2.1 Concept and methodology	7
2.2 Consortium set-up	8
2.3 Project teams, staff and experts	10
2.4 Consortium management and decision-making	14
2.5 Project management, quality assurance and monitoring and evaluation strategy	15
2.6 Cost effectiveness and financial management	16
3. IMPACT	17
3.1 Impact and ambition	17
3.2 Communication, dissemination and visibility	19
3.3 Sustainability and continuation	20
4. WORKPLAN, WORK PACKAGES, ACTIVITIES, RESOURCES AND TIMING	22
4.1 Work plan	22
<i>Staff effort (n/a for Lump Sum Grants)</i>	25
<i>Subcontracting (n/a for prefixed Lump Sum Grants)</i>	25
<i>Timetable</i>	25
5. OTHER	29
5.1 Ethics and EU values	30
5.2 Security	30
6. DECLARATIONS	30
ANNEXES	31

#@APP-FORM-CERV@#

#@PRJ-SUM-PS@# [This document is tagged. Do not delete the tags; they are needed for the processing.]

1. RELEVANCE

1.1 Background and general objectives

Background and general objectives

Describe the background and rationale of the project.

How is the project relevant to the scope of the call? How does the project address the general objectives of the call? What is the project's contribution to the priorities of the call?

Which target groups will be supported/assisted by/in the project? Why have you chosen to focus on them?

The general objective of the Project is to celebrate 20 years since the accession of ten new member states to the EU in 2004, which is in line with the general objective of the call - to commemorate defining events in modern European history. The 2004 enlargement of the EU is a significant turning point in recent EU history, marking the largest single expansion of the EU up until that point, with countries from the Baltic States (Latvia, Lithuania, Estonia), Central Europe (Poland, Slovakia, the Czech Republic, Slovenia, Hungary) and the Mediterranean region (Malta, Cyprus), joining the Union.

This accession has had a profound impact on the political, economic and social dynamics within the Union by bringing former communist countries and Soviet Socialist republics into the EU fold, demonstrating EU's commitment to fostering stability and promoting democratic values throughout the continent. By expanding the EU's borders, increasing its economic potential, and deepening political integration, this enlargement contributed to the ongoing evolution of the European project, highlighting the EU's role as a transformative force in Europe and beyond.

Economically, the enlargement opened up new markets for trade and investment. The EU's internal market became larger, creating more opportunities for businesses. At the same time, the new member states gained access to the EU's funding programs and financial support, which facilitated speedy economic growth.

The 2004 enlargement of the EU also helped to shape the EU's foreign policy. The accession of countries with unique geopolitical perspectives and historical experiences contributed to diversifying the EU's approach to global affairs. It expanded the EU's influence in Eastern Europe and increased its ability to promote stability and cooperation in the region.

The expansion also had implications for the EU's institutional structure. The increased number of member states required adjustments to decision-making processes, as well as the distribution of power within the EU institutions. The 2004 enlargement prompted discussions about the future direction of the EU and the balance between integration and diversity among member states. The process of joining the EU prompted the new member states to reassess and redefine their national identities. On the one hand, it involved a balance between preserving their cultural heritage and traditions while adopting EU norms and values. The European integration process encouraged a sense of shared European identity alongside national identities, creating a dual sense of belonging for citizens of the new member states. On the other hand, the accession of the new member states enriched the cultural diversity within the EU. Each country brought its unique culture into the European community. This diversity has enhanced intercultural dialogue, transnational exchange of ideas and cooperation, contributing to a more vibrant and dynamic European identity.

The Project aims to recognize and promote this diversity within unity, to raise the awareness of European citizens on their common history, culture, cultural heritage and values. The Project activities are developed in line with the call priority on "European integration and its defining achievements", exploring and promoting the 2004 EU enlargement as a defining moment and reference point of European integration, its history, and how these changes have in practice affected the daily lives of people from the new member states, thus enhancing their understanding of the Union, its origins, purpose, achievements and of the importance of mutual understanding and tolerance.

The project will address and involve the following target groups:

- University administrative and academic staff: university personnel working in administrative and academic roles within the partner universities. University administrative and academic staff are the intended end users of the Network and online platform, which aims to enrich and enhance their future cultural mobility and facilitate their participation in non-professional art and culture activities.
- University students: primarily, students enrolled in the partner universities. Active students from student unions and similar groups are also the target audience for the Network and online platform, which will provide them with opportunities for collaboration, coordination, and mutual benefit in the field of culture and joint events. The platform aims to enhance their intercultural relations and facilitate their engagement in national and international non-professional art and culture activities. Students are also the main target group for international student photo competition and exhibition - students from all 10 EU countries that joined in 2004 plus students from Ukraine. The photo competition will provide them with an opportunity to display their talent, skills, and unique perspectives, as well as to express their experiences and reflections on how EU accession has transformed the lives of Europeans, thus becoming ambassadors of this memory of recent EU history.
- Local communities: communities residing in the partner countries where the public events will take place. The EU20 celebration events aim to involve the local communities, providing them with opportunities to participate in cultural activities, learn about different EU countries, and showcase their own unique history, traditions and customs, as well as raising awareness, educating, and promoting further inter-cultural and interdisciplinary cooperation.
- Public: broader population within the project partner countries and other EU member states who are not necessarily affiliated with the universities. They are the target audience for project communication activities and dissemination of such project deliverables as the photo collection from the student photo competition, documentary film, lifelong learning open

course (anyone who has an interest in understanding and navigating cultural diversity within the European context) and others.

- High-level officials and diplomats: government officials, city council officials, diplomats from the partner countries, EP MEPs. All will be invited to attend the public events as distinguished guests, emphasizing the significance of the 20th anniversary of EU enlargement.

Focusing on these target groups in the context of European remembrance is important for several reasons:

- Representation and inclusivity: By targeting different groups such as university administrative and academic staff, university students, the general public, local communities, high-level officials and diplomats, the project ensures that a diverse range of voices and perspectives are included in the remembrance activities. This promotes inclusivity and reflects the multicultural and multi-generational nature of European societies. Special attention will be paid to highlighting the role, representation and perspective of women in these important historical events and developments to allow a more gender-balanced and gender-sensitive understanding of history.
- Knowledge dissemination: Engaging with these target groups allows for the dissemination of knowledge about European history, culture, and integration. By involving academic staff, university students, and individuals interested in intercultural communication, the project can provide educational resources, open courses, and platforms for exchange that contribute to a deeper understanding of European remembrance and its significance in shaping the present and future.
- Intercultural dialogue: By targeting a wide range of stakeholders, the project fosters intercultural dialogue and promotes mutual understanding among different groups within and across European countries. It provides opportunities for exchange, collaboration, and joint participation in cultural activities, allowing for the sharing of diverse experiences, perspectives, and memories.
- Preservation of cultural identity: National and cultural identities contribute to a sense of belonging for European citizens. They provide a framework for individuals to connect with their roots, understand their place in history, and foster a sense of unity within their respective communities. By representing a multiplicity of voices and an intergenerational perspective in the documentary film (students, scholars, cultural workers, artists, CSO activists, officials and ordinary citizens), CAMINO project aims at recognizing and respecting different identities and promoting a more inclusive and tolerant society where different cultures are valued and celebrated.
- Future-oriented perspective: Engaging university students and young people through initiatives like the student photo competition and the lifelong learning open course ensures that the project's impact extends to future generations. By involving them in remembrance activities, the project promotes a sense of collective responsibility and encourages them to actively participate in shaping the future of Europe based on a shared understanding of the past.
- The project aims to identify and analyze significant historical milestones related to the recent history of EU. By doing so, it seeks to raise the awareness and understanding among both current and future generations about the values and advantages gained through EU membership. Often, society fails to recognize and appreciate the positive outcomes resulting from crucial decision-making processes. Through the project's activities, information will be presented to highlight and emphasize the benefits associated with joining the EU, enabling individuals to gain a comprehensive understanding of these advantages.

Overall, by supporting the above-mentioned target groups, CAMINO project aims to promote European remembrance as a dynamic and inclusive process that involves diverse stakeholders, fosters intercultural dialogue, and contributes to a deeper appreciation of the historical, cultural, and social dimensions of European integration.

1.2 Needs analysis and specific objectives

Needs analysis and specific objectives (n/a for Programme Contact Points)

Provide needs assessment. A need is a gap between what is and what should/ would be helpful or useful.

The needs assessment should be your starting point. Specify what needs will be addressed and how they have been identified. It should be specific and focus on the actual needs of the target group. It should include relevant, reliable data and, a robust analysis clearly demonstrating the need for the action (therefore, avoid references to generic statements and information about the problems and needs of the target group). The needs assessment should incorporate gender equality issues and non-discrimination considerations that identify the differences between and among women and men, girls and boys, in terms of their relative position in society and the distribution of resources, opportunities, constraints and power in a given context. The data supporting the needs assessment should be disaggregated by sex, as well as age or disability, whenever possible. You can refer to existing research, studies and previous projects that already demonstrate the need for action.

If your project is supported by a public authority, annex the Letter of support.

Observation of public discourse and conversations with the target group have highlighted a gap in the understanding and appreciation of European integration among the students and local communities within the partner countries.

In feedback from target group surveys, majority of target group representatives have indicated:

- a desire for educational initiatives that provide a deeper understanding of European values and history; - a need for improved intercultural communication skills; the growing importance of such skills in the professional world has also emphasized the need for initiatives addressing intercultural understanding and communication;
- a need for educational materials, based on descriptions of diverse cultures and traditions in Europe for a better understanding of European culture, values and rights necessary for creating a well-developed democratic society;
- a need for research on democratic transitions for better understanding of Europe's past and future;

- a need for public engagement and cultural exchange, opportunities for the local community to engage with diverse aspects of European history; lack of public events that foster cultural exchange and bring European culture and history to life;
- a desire for a joint platform for universities to facilitates communication and discussion and to foster collaboration and exchange of ideas and experiences in addressing common challenges, advancing democratic values and pursuing cultural exchange;

In order to address the above listed needs, the following project specific objectives have been identified:

SO1 (WP2): To establish a network of European universities, university culture centers, student unions, and similar units, departments or faculties within the universities with the aim to support the participation of university students and employees in non-formal art and culture education programs and maintain active culture life within the universities by development a regulatory framework – a Memorandum of Cooperation for future cooperation and the sustainability of Network (need for a joint platform).

SO2 (WP1): To create, develop and launch an online platform for joint collaboration, coordination, and mutual benefit of the university Network members (need for joint platform).

SO3 (WP3): To collect a set of student photos, representing the ideas of young people on how EU accession has transformed the life of Europeans in order to showcase the student talent, skills and unique perspectives, but also to celebrate EU achievements and highlight the positive effect of EU accession on the lives of Europeans by allowing to gain insights different cultures, experiences, and perspectives and at the same time visually capturing the sense of belonging and shared identity across borders, enhancing mutual understanding and fostering appreciation of the rich diversity present in Europe (public engagement and cultural exchange).

SO4 (WP4): To organize an opening of the student photo exhibition in European Parliament (EP) in Brussels in order to attract a wide range of stakeholders, including Members of the EP (MEPs), policymakers, EU officials, diplomats, and representatives from various organizations for demonstrating the impact of the 2004 EU enlargement as a significant turning point in recent EU history and raising public awareness on the significance of EU integration for fostering peace, stability, and economic growth, promotion of democratic values, human rights, a sense of shared European identity and unity among European nations (public engagement and cultural exchange).

SO5 (WP5-WP12): To organize public events, commemorating the 20th anniversary of EU enlargement in 2004, bringing together people from different backgrounds – partner country representatives, local communities, university students and staff, high level officials – in an inclusive and engaging manner to celebrate European integration across Northern, Eastern and Central Europe and to connect all celebratory events via a tele bridge in the form of an international flash mob to better communicates the project's message (public engagement and cultural exchange, educational initiatives).

SO6 (WP14-WP21): To produce and distribute a documentary film that explores and raises awareness about the importance of preserving national and cultural identity for better European integration, highlighting the challenges and opportunities brought by EU accession. Through extensive research, interviews and visual language representation, the film aims to reveal personal testimonies from witnesses from different generations across the 10 countries that joined the EU in 2004, as well as Ukrainians on their way to EU membership, providing a comprehensive understanding of the challenges, transformations, and opportunities brought about by EU accession, while fostering intercultural dialogue and promoting a deeper appreciation for European integration (research on democratic transitions, educational initiatives, educational materials).

SO7 (WP22-WP23): To develop, present and pilot a Lifelong Learning Open course on Intercultural Communication with the aim to provide an accessible learning resource for individuals interested in understanding and navigating cultural diversity within the European context. By covering topics such as cultural awareness, effective communication, cross-cultural collaboration, stereotypes and prejudices, global citizenship, etc. the course seeks to enhance intercultural competence and promote understanding, empathy, and inclusivity (improved intercultural communication skills, educational initiatives, and educational materials).

In summary, the specific objectives of the project align with the identified needs by directly addressing them through public events, discussions, workshops and seminars, open course, exhibitions, film screenings, creation of the Network and a collaborative platform, etc. These objectives are designed to bridge the existing gaps in the current target audience understanding and appreciation of European values, history, and integration and to benefit their personal, educational, and professional growth. By empowering the target groups to reach their full potential, project seeks to promote social cohesion, reduce inequality, and create a more inclusive society that values diversity and equal opportunities for all to build an even more united and stronger Europe.

Public Authorities – Latvian National Centre for Culture, Ministry of Education, Science and Sport of Latvia and Opole Municipal Office, support the action. Support letters enclosed to the List of Previous projects Annexed to the project proposal.

#@COM-PLE-CP@#

1.3 Complementarity with other actions and innovation — European added value

Complementarity with other actions and innovation *(n/a for Programme Contact Points)*

Explain how the project builds on the results of past activities carried out in the field and describe its innovative aspects. Explain how the activities are complementary to other activities carried out by other organisations.

Illustrate the European dimension of the activities: trans-national dimension of the project; impact/interest for a number of EU countries; possibility to use the results in other countries, potential to develop mutual trust/cross-border cooperation among EU countries, etc.

Which countries will benefit from the project (directly and indirectly and why have you chosen them)? Where will the activities take place?

Clarify to what extent the project builds on synergies with other EU projects. If applicable, explain to what extent your project builds on previous project results in this field (state of play, relation to existing/recent developments, approaches, achievements, other EU programmes).

Note: *The project should also complement or add benefits to the EU Member States' interventions in the area of gender equality and non-discrimination mainstreaming.*

The European integration is a process aimed at creating an economic, socio-political, and cultural unity. Moreover, the European integration process brings closer different cultures. The neighborhood policy of the EU also encourages cultural and social integration. The spirit of friendship guides the European Network Remembrance and Solidarity mission. European culture of remembrance links the history of European nations and looks for platforms of dialogue and mutual understanding so that present and future generations

can use the 20th century history as a source of knowledge and experience. It is a network of institutions dealing with the 20th century history by cooperating in the spirit of objectivity, openness and mutual respect. All these European initiatives form a sound basis for the CAMINO project that elevates them to the next level. CAMINO's cornerstone is also numerous projects previously carried out in the project universities - projects aimed at promoting cultural awareness and understanding - and is a natural development step in the constant and continuous strive of the partnering institutions to promote EU values and citizenship. Outcomes and feedback from past project activities have helped to shape the design of the current project. Based on previous experience, project partners have identified areas of improvement that will be addressed within the project (e.g., broadening the range of public events, enhancing interactivity, etc.).

All partners have worked with various aspects of European integration, culture and youth. The collaborating universities are active members of various European networks with the aim to co-create and share their experience, knowledge and skills. CAMINO innovates by focusing its attention to the cultural dimension of celebrating the EU integration in the form of highlighting the importance and role of national cultures in a multicultural, multilingual and diverse EU environment and involving young people as future advocates of cultural democracy. All project events are designed to foster a dynamic and interactive learning environment. Furthermore, by focusing on key aspects of the European history, culture, and values, CAMINO provides a European added value. It contributes to the development of a shared understanding of European heritage and promotion of European identity.

EU remembrance in the project takes the form of a better awareness of the rights, achievements and possibilities in the fields of culture, education and youth that the EU integration has introduced in the project partner countries and as a sense of national belonging and contribution to this multicultural environment. The project directs its attention to various innovative forms of cultural exchange facilitation among young people – from new knowledge on intercultural communication topics to creating a unique Europe-wide Network and platform, primarily for non-professional culture and art exchange of students and university staff, but with the potential to extend it to other types of organisations from the culture sector.

The EC communication on the “European strategy for universities” states that today our society needs more than ever the contribution of its universities. Excellent and inclusive universities are a condition and foundation for open, democratic, fair and sustainable societies as well as sustained growth, entrepreneurship and employment. Europe can build on a diverse and flourishing higher education sector, deeply rooted in the European culture. The key objectives of this strategy are to SUPPORT UNIVERSITIES AS LIGHHOUSE OF OUR EUROPEAN WAY OF LIFE and REINFORCE UNIVERSITIES AS DRIVERS OF THE EU'S GLOBAL ROLE AND LEADERSHIP.

This is to be achieved through deeper international cooperation within Europe and beyond, support to universities in becoming more outward looking and competitive on the global scene, and in contributing to the strengthening of higher education systems in partnering countries in line with European values. This will help in turn to boost Europe's attractiveness not only as a study destination, but also as an attractive global partner for cooperation in education, research and innovation. The “Council Recommendation on building bridges for effective European higher education cooperation” aims to enable higher education institutions across the EU to engage in closer and deeper cooperation, to facilitate the implementation of joint transnational education programmes and activities, pooling capacity and resources, or awarding joint degrees. CAMINO focusses on helping universities to become lighthouses and drivers of cooperation in the culture aspects of universities' lives.

The partner organisations, being active in project work on EU integration, democracy, development and implementation of new learning modules, youth engagement and activity in cooperation, organisation of public events, non-professional art and culture projects, have all developed Gender equity plans that integrate the issues of inclusiveness in every aspect of the institutions and provide equal opportunities to participate in various university endeavors. CAMINO will implement these plans in life by providing equal opportunities to participate and engage in all project activities regardless of the participant's gender. The partnering universities have their Strategic development plans encouraging international cooperation, exchange and co-creation. CAMINO will greatly contribute to this strategic development aspect by developing a cooperation (Network). Strategic development plans also indicate a necessity for universities to play a significant role in the local ecosystems by opening up their professional capacities for the wellbeing of the public. CAMINO will implement a number of qualitative public events and will create sustainable results for further use (Network platform, Documentary film, Lifelong Learning Open Course on Intercultural Communication, photos).

Remembrance, preservation, transfer of knowledge and celebration of European unity are the main areas of the project, which will not only celebrate the 20th anniversary of the biggest enlargement in the history of the EU in 2004 but will also be a reminder and proof of and a tool to build even more united and stronger Europe. The “European Dimension in History Teaching” (EDiHT), used since the late 1980s, refers to the closer integration and cooperation between the countries of Europe. EDiHT is an approach to history teaching that aims to create and develop a sense of European identity and citizenship by emphasizing cultural knowledge of Europe. CAMINO aims to build up a sense of European identity through cultural awareness firstly targeting 8 project countries – ex-soviet influence areas, while simultaneously producing outputs that are likely to be of interest for a much larger number of European countries. CAMINO's transnational dimension lies in the Documentary film about the importance of preserving national and cultural identity for better European integration testified by various generations' representatives from all 10 countries who joined the EU in 2004, as well as from Ukraine, currently fighting Russian aggression. This documentary will be a cross section of public expectations vs reality and as such might be of interest to many other European countries – already members of the EU (27 countries) or the ones striving to become accepted in the EU (8 countries).

CAMINO is directly contributing to an increased potential to develop mutual trust/cross-border cooperation among EU countries, as it will establish a Network of European universities, supporting the participation of university students and employees in different non-formal art and culture activities and maintaining the presence of amateur arts in university cultural life. The network will be open for any country willing to join it and as such is of wide transnational character. The Student photo exhibition featuring works from 11 countries, celebrating the achievements of the EU and encouraging further dialogue on the importance of cultural diversity and collaboration and unity among nations will be available for demonstration in any other interested country. CAMINO will explore ways on how to make a life-long-learning course on intercultural communication available to any interested party and country. Thus, all the project results have a broad potential transnational dimension and value.

The direct benefit of the project will be to its participating countries - Latvia, Lithuania, Estonia, Poland, Czech Republic, Slovakia

and Hungary. A valuable mutual benefit is also the participation of Ukraine as associated partner in the Association Agreement with CERV program will be ratified in UA Parliament and as full partner afterwards, in the CAMINO project – a university from a country undergoing a cruel war but looking forward towards building a democratic society and joining EU. The approach to choosing partnering countries was based on shared history – all countries are from an area that just a couple of decades ago was under the rule of the Soviet totalitarian regime. These countries have a lot in common – starting from being independent highly developed countries, which were later subjected to the soviet regime, regaining independence, and taking the direction towards democracy and EU. The project activities and events will take place in all participating countries, thus covering 8 different countries and a large territory of Eastern and Central Europe.

The indirect benefit of the project will be for all European and EU countries, which could use the project tangible results/ outputs – the online platform, documentary film, photo exhibition, flash mob and lifelong learning open course on intercultural communication in their work.

The general objective of the project is to celebrate the 20th anniversary of the accession of ten new member states to the EU in 2004. As there are many aspects to be celebrated, CAMINO builds on a large number of projects previously implemented by other organisations and funded by various EU programmes, e.g., the project "15th Anniversary of EU Enlargement" which was implemented by four non-governmental organisations from Latvia, Estonia, Lithuania and Poland and was financed within the Europe for Citizens Programme 2014-2020. The project partners have implemented numerous projects (see the List of previous projects annexed) where they have touched upon, explored and drawn conclusions on various aspects of national cultural landscapes and how they correlate in the broader EU multicultural picture. Said projects have explored issues of importance of collaboration, role of learning in facilitating cooperation and exchange, gender dimension, importance of historic memory and necessity to celebrate new beginnings. The project is purposefully designed to complement other actions at a local, national, and European level. It aligns with the goals of various EU programmes and initiatives that aim to foster a sense of European identity and promote European values, and, by targeting students and the local community, our CAMINO complements educational and civic engagement activities carried out by local schools and non-governmental organisations.

Non-professional art or artistic self-activity is an important part of the European culture having its historic roots in the necessity to survive and maintain national identity, especially under totalitarian regimes. It links history and the present. It is intergenerational and gender non-discriminatory.

CAMINO takes this road further in many meanings - it goes from one-time actions/events to events building sustainable long-term grounds for togetherness. It provides tools for better understanding of each other and platforms to execute this new understanding in cooperation. The universities' Network to be established within the project has the capacity for preservation and presentation of national culture abroad and at the same time for establishment of dialogue between different cultures. The creation and ongoing expansion of the Network will contribute to the strengthening of cultural relations in Europe. The significant increase in cooperation between the members of the Network invigorates the European cultural dimension. The Documentary film will gather testimonies of individuals on how Europe has changed in the last 20 years and how different generations perceive and address the challenges and opportunities of the European integration. The Student photo exhibition will capture the emotions of the individuals and communities living in new democratic structures and will display them to a wider public within the project partner countries and beyond. Thus, the CAMINO project openly demonstrates its central message – remember, commemorate, celebrate and move forward.

#§COM-PLÉ-CP§# #§PRJ-OBJ-PO§# #§REL-EVA-RE§# #@QUA-LIT-QL@## @CON-MET-CM@#

2. QUALITY

2.1 Concept and methodology

Concept and methodology

Outline the approach and methodology behind the project. Explain why they are the most suitable for achieving the project's objectives. Include ethical and safety considerations to ensure that target groups are not subjected to harm in any way.

Note: Methodology is not a list of activities but are instruments, approaches that will be used, applied and created.

The approach behind the CAMINO is:

- to collect proof that there is not just a formal anniversary to be celebrated, but there is a sound reason for celebration,
- to activate general public for the celebration and celebrate nationally and internationally,
- to create tools to contribute to the future commemoration of defining events in Europe history..

CAMINO methodology uses a variety of instruments to achieve its objectives effectively:

- **Collection of testimonies:**
 - *International Student Photo Competition and Exhibition* – encouraging young people to express their ideas and perspectives on EU integration through photography. It seeks to foster cultural exchange and celebrate the diversity and shared values of European nations. An open competition model will be utilized, allowing university students from the 11 target countries equally participate and to submit their entries. The selection process will involve a panel of judges, including photographers, art professionals, and EU studies experts. For general public involvement, during the exhibition openings in partner countries, an in-situ voting will be organised, selecting and awarding audience sympathy. Ethical considerations: transparent, fair, and free from bias and discrimination competition guidelines and judging process of the Photo Competition.
 - *Documentary Film Production* – exploring the importance of preserving national and cultural identity within the Union and providing a platform for discussion and interaction of diverse perspectives and experiences. The documentary will involve extensive research, identification of relevant archive materials, interviews, etc. Informed consent will be sought from all participants, clearly explaining the purpose of the documentary and obtaining their approval to be interviewed and featured in the film. The film will strive to represent diverse perspectives and narratives accurately, avoiding any sensationalism, distortion, or misrepresentation. The filming crew will conduct thorough fact checking to ensure the reliability of information presented in the film, while respecting cultural and historical sensitivities. Ethical considerations: informed consent, protection of personal data, respectful representation of interviewees' views and experiences
- *Public Events for EU20 Celebration* – commemorating the 20th anniversary of EU accession by organizing public events in partner countries and bringing together diverse communities and promoting dialogue on European integration. Participatory approach will be applied, engaging representatives from partner universities such as students, administrative and academic staff, local authorities and communities and other project stakeholders such as art and culture organizations, EP and EC representations in project partner countries, EUROPE DIRECT regional centers and other project target groups and stakeholders in planning and executing the celebratory events. Events will include performances, workshops, lectures, panel discussions (the list is not exhaustive). Ethical considerations: safety and well-being of participants, respecting their rights, privacy, and cultural sensitivities.
- *New tools enhancing cooperation and strengthening common feeling of belonging:*
 - *Network Development* – adopting a collaborative approach to establish a network of European universities and their cultural organizations. It will involve active engagement with universities, culture centers, student unions, and other possible stakeholders. A participatory approach will be applied, involving stakeholders in the design and development of the legal and operational framework of the Network. It will include meetings, consultations, and collaborative decision-making processes. Ethical considerations: inclusivity, non-discrimination, and diversity principles respected within the Network.
 - *Lifelong Learning Open Course on Intercultural Communication* – promoting intercultural communication within Europe and beyond and seeking to enhance understanding, cooperation, and social cohesion among individuals from diverse cultural backgrounds. The course development will involve engaging academic staff from partner universities to create course structure, content, materials and video lectures. The course will be piloted with students and staff from partner universities, and feedback will be incorporated for improvements. Ethical considerations: accessibility, inclusivity, and the protection of participants' privacy and data.

The following general ethical and safety considerations will be taken into account in all project activities and processes:

- **Informed consent** - participants in the photo competition, documentary film and open course will provide informed consent, understanding the purpose, usage, and potential dissemination of their contributions.
- **Privacy and confidentiality** - measures will be taken to protect the personal information, images, and other data collected during the project, ensuring compliance with relevant data protection regulations.
- **Cultural sensitivities** - the project will consider and respect cultural sensitivities, ensuring that activities, events, and content of the disseminated project information is inclusive, non-discriminatory, and respectful of diverse cultural backgrounds.
- **Physical and emotional safety** - all public events, activities, and interactions will prioritize the safety and well-being of participants, taking measures to prevent any harm or discomfort. Public events will be insured with third party liability.
- **Ethical guidelines** - the project will adhere to ethical guidelines and principles, such as integrity, honesty, respect for human rights, and compliance with legal and ethical standards.

By adopting the above mentioned approaches and methodologies, CAMINO project strives to ensure active participation, inclusivity, cultural sensitivity, and ethical considerations, thereby creating a safe and conducive environment for achieving its objectives while avoiding any harm to the target groups.

2.2 Consortium set-up

Consortium cooperation and division of roles (if applicable) *(n/a for Town Twinning and Programme Contact Points)*

Describe the participants (Beneficiaries, Affiliated Entities and Associated Partners, if any) and explain how they will work together to implement the project. How will they bring together the necessary expertise? How will they complement each other?

In what way does each of the participants contribute to the project? Show that each has a valid role and adequate resources to fulfil that role.

Note: When building your consortium you should think of organisations that can help you reach objectives and solve problems.

The CAMINO consortium consists of 9 partners from 8 countries (7 EU member states and Ukraine/ 7 full partners and 1 associated partner):

- University of Latvia (UL/LV),
- Vilnius University (Vilnius Universitetas – further in the text VU/LT),
- University of Tartu (further in the text UT/EE),
- University of Opole (further in the text UO/PL),
- J. E. Purkyně University in Ústí nad Labem (further in the text UJEP/CZ),
- Comenius University Bratislava (further in the text UKBA/SK),
- National University of Public Service (further in the text UPS/HU),
- Film studio - VERY (VF/LV)

And associated partner (till the Association Agreement with CERV program is ratified at the UA Parliament and a full partner afterwards)

- King Danylo University (Institute of Higher Education King Danylo University further in the text UKD/UA)

The EU partners are carefully chosen based on their EU accession year (in 2004) and previous history of being under the ex-soviet totalitarian regime influence as well as based on their interest, willingness and capacity to celebrate the 20 years of the largest single expansion of the EU up until that point. The UA partner is invited to give another perspective on the EU integration process and its future. All partners have experience, expertise, resources and interest to implement the project and organize the planned events. Most partners are universities (8) with a large number of students of different nationalities, well respected public image and wide outreach possibilities to involve the public and achieve large-scale participation and support to the planned events. Therefore, the consortium set-up ensures optimal quality and scope of the planned events.

The CAMINO consortium is balanced and effective on:

- *The mission level:* each partner has a specific role; tasks are complementary and together can ensure the achievement of the set project objectives;
- *The expertise level:* there are experts representing administrative staff, academics and student organisations of the higher education institutions, and video professionals from the film studio enterprise;
- *The historic level:* the consortium members cover a large section of Northern, Eastern and Central Europe (ex-Soviet influence zone) and represent 7 out of the 10 countries in total that accessed the EU in year 2004;
- *Communication:* Language is not a barrier in working together.

The CAMINO has created a strong consortium with the following characteristics:

- Excellence. It brings together well-known European universities with strong Europe dimension of democracy, equality and cooperation,
- Complementarity. Each partner has a unique role and brings in special expertise and resources, required for various tasks in the project WPs. The project partners have also been nominated as the lead organisations in project WPs according to their relevant expertise and experience,
- Interdisciplinarity. The partners represent various sectors - wide profile higher education institutions (public universities, private universities, research universities, technical universities) and a partner from the private sector,
- Balance. The partnership is well balanced as to the set scope of the project and the results the project aims to achieve.

All universities have well established working relations with municipalities, other public authorities, diplomatic staff and national Members of the EP. These links will be used to organize events and invite respective audiences, thus giving a broader meaning and larger weight to the project events.

UL/LV (coordinator - project lead partner) is one of the oldest and largest universities and a renowned higher education institution in Latvia. The UL offers a wide range of academic programs at the undergraduate, graduate, and doctoral levels across various fields of study. The UL Culture Centre (ULCC) is an administrative unit, established with the aim to promote the participation of UL students and staff in non-academic cultural, artistic, and educational programmes, popularize a lifestyle based on cultural values and to ensure effective cooperation between the UL and various cultural organisations in Latvia and worldwide. ULCC supervises 21 amateur art collectives, including choirs, folk dance groups, vocal ensembles, early music ensembles, theatre, brass orchestra, and ceramics studio with more than 800 participants, of whom approximately 600 are students or graduates. These groups actively participate in events organised by the UL, state and local authorities, initiate their own events and participate in various national and international level festivals and competitions. ULCC has experience and can provide professional expertise in event management, including the organization of various awareness raising events (exhibitions, concerts, gathering activities, etc.) that promotes public involvement and helps to understand and recognize different cultures, traditions, expressions of democracy. ULCC has experience in organizing social media campaigns, press conferences and other PR activities. ULCC puts maximum efforts to create wide cooperation networks for collaboration and experience exchange and the reason why the UL initiated the project and has brought together extensive resources and professional expertise for this action is the ULCC's long-term goal on securing a sustainable Network for culture exchange among universities and other project stakeholders.

VU/LT is the oldest university in the Baltic States and in Northern Europe, founded in 1579. It is a leading academic institution, ranked among the top universities worldwide. It offers a wide range of academic programs, covering humanities, social sciences, natural sciences, medicine, mathematics, law, economics, and more. The VU Culture Centre (VUCC) is a non-academic unit the aim of which is to provide various cultural and cultural education services to the University community. On a regular basis VUCC organises concerts, performances, forums, festivals, workshops and other events for students, university staff and the general public to celebrate holidays and to commemorate important dates. VUCC unites 12 art groups: choirs, ensembles, orchestras, theatre etc. and VUCC staff has extensive experience in creating, developing, executing and implementing cultural, educational projects and products of local and international significance. VUCC has close cooperation with local and international cultural communities thus contributing to the expansion of the culture links within the project and beyond.

UT/EE is the oldest, largest, the most prestigious national higher education institution, and the only classical university in Estonia. UT has been the centre of Estonian academic life for almost four centuries. It is ranked in the top 1.2% of the world's universities making it one of the leading universities in Northern Europe. It is an international research university and values highly diverse linguistic and cultural spaces. UT's strategic partners are the networks of recognized research universities, and the cooperation is based on top-level competence and mutual research contacts. The University of Tartu Museum focuses on presenting the history of the university and science. The University of Tartu Museum is the oldest art museum in Estonia, organizing exhibitions dedicated to antiquity and art. Students are represented in all UT governing bodies, which influence student life, studying, teaching and the university cultural life. Every faculty and institute have a student council with rights to voice their opinion and submit proposals for change. The International Cooperation Department promotes and supports the international cooperation of the university through developing and maintaining international partnerships of the university, including coordinating participation in international networks and cooperation agreements.

UO/PL is a public university established in 1994. It has quickly grown to become a reputable centre of higher education in the region. UO offers a reputable range of academic programs across various fields of study such as humanities, social sciences, natural sciences, law, theology, and others. UO places great importance on innovation and supports collaboration with national and international partners. UO offers a variety of extracurricular activities, including student organisations, sports clubs, cultural events, and academic conferences. These opportunities allow students to develop their interests, engage with their peers, and enrich their university experience. The University of Opole Student Cultural Centre (UOSCC) boasts a rich history of orchestrating diverse cultural events, screenings, concerts, and ceremonies. Primarily catering to the vibrant student community, it also serves as a valuable resource for the broader city population. The centre offers a wide array of regular classes, encompassing dance, photography, acting, and tai chi, while also housing a dynamic student radio station.

UJEP/CZ offers a wide variety of study programmes (more than 50 programmes with more than 150 specializations) focusing on different areas of human activity - culture and art, education, health, social issues, environment. UJEP has around 8500 students and 900 employees, of those around 500 in academic positions. UJEP is the only university founded and located in northwest Czechia and creates a unique research and educational ecosystem to address the most pressing challenges faced by the society in the region and beyond. The Faculty of Education and The Faculty of Arts are considered a significant educational and research hub of Northern Bohemia distinguished by a wide range of study disciplines and programs that encompass pedagogy, psychology, philosophy, sociology, history, and other fields associated with humanities and social sciences. In terms of its research activities, the faculty focuses on societal challenges and historical processes. Faculty encourages creative and innovative approaches in teaching and research, and is known for its strong international orientation, opening its students and academic staff to global perspectives and cooperation.

UKBA/SK in Bratislava is the largest and oldest university in Slovakia. The Faculty of Arts provides education to approximately 3000 full time students. It creates a perfect link to other departments and thus a large networking across the departments and faculties. UKBA translators and interpreters are in great demand in the EC and EU institutions. Faculty closely collaborates with governmental institutions, public & private sector. The department of British and American studies employs lecturers and researchers with different cultural backgrounds, who constantly organize cultural and educational events for students. The students are also involved in a theatre group called ActofKAA and a magazine Perspectives, which are great communication channels to reach a vast audience

UPS/HU is the only institution in Europe to offer degree programmes in public service with a comprehensive approach focusing on the needs of the government. It educates the next generation of public management, international affairs, military, police and law enforcement experts and leaders. Hence, UPS operates in a model of cooperation together with national stakeholders and international actors. UPS offers PhD programmes in the fields of law enforcement, public administration, military science (which includes PHD courses on Common Security and Defence Policy of the European Union), and military technical science. The doctoral schools also accept applicants with research topics connected to international relations, international and European administration, Common Security and Defence Policy of the EU and other related areas. UPS offers several courses in English, including courses in international relations, diplomacy, European studies, etc. The EU Department has a vast experience in organizing a variety of university and citywide EU-related activities (including poster campaigns, Europe day, etc.) and has a strong focus on EU identity and cultural resilience. The Communication Office also has extensive experience in organizing many public events, including cultural activities and project PR events (sports days, concerts, picnics, etc.). The Communication Office also runs a university-TV that is well equipped with all necessary multimedia tools.

VF/LV is a film studio specializing in TV projects, documentary stories, broadcasts, advertising and corporate videos. VF team consists of a group of like-minded individuals, comprising professionals with over 20 years of experience in creating extensive video projects, educational content, documentary stories, and entertainment and advertising campaigns. The VF team consistently updates their knowledge on the latest developments and trends in the filming industry. This includes staying informed about the latest trends and formats in creating web and TV video content, advancements in filming equipment, and other relevant updates. Every implemented project bears the name "Very films", meaning the best possible realization of the given task.

All partners have committed themselves to wide dissemination of the project and its results through their own channels such as websites, social media pages, media contacts, network and ecosystem partners, policymakers etc. Taking into account the number of consortium members, the dissemination scope via these channels is impressive. Each partner has identified and committed to providing the required resources, such as expertise, equipment, materials, etc., for the successful implementation of their assigned project tasks, demonstrated through the signing of a Letter of Commitment. PM will coordinate partner input and follow how they will bring together the necessary expertise in the planned scope and in the relevant WPs/ events.

Associated partner UKD/UA is a private higher education institution whose twenty-year existence proves that there can and should be education of good quality in UA. Number of students and highly qualified teachers is constantly increasing and UKD is introducing educational innovations to be relevant to the modern world requirements. UKD is a platform for networking between employers, students, parents, entrants, graduates and the scientific environment. UKD encourages the free expression of thoughts, views, and beliefs and ensures that various opinions will be heard and taken into account in making decisions that affect everyone. UKD always looks for and implements new forms and methods of teaching for continuous improvement. It participates and takes social responsibility for the processes that take place in the city, region, country, and world. UKD has a strong European dimension and wide national and international cooperation network.

2.3 Project teams, staff and experts

Project teams and staff		
<p><i>Describe the project teams and how they will work together to implement the project.</i></p> <p><i>List the staff included in the project budget (budget category A) by function/profile (e.g. project manager, senior expert/advisor/researcher, junior expert/advisor/researcher, trainers/teachers, technical personnel, administrative personnel etc. and describe briefly their tasks. Provide CVs of all key actors (if required).</i></p> <p>Note: Please ensure a gender-balanced representation in the composition of project teams and staff performing the action.</p>		
Name and function	Organisation	Role/tasks/professional profile and expertise

<p>Indra Trofimovica, Director of the Culture centre of the University of Latvia</p>	<p>UL</p>	<p>Project content manager. Overall project content/event management and coordination. Education - Professional Master of Business Administration (MBA) and Master of Humanities in Arts, Professional Development Education - Digital Marketing Tools: Social Network Marketing and Google Ads. Member of the Association of Latvian Cultural Workers, member of the Latvian Producers' Union, Latvian Cultural Ambassador. More than 20 years of experience in various cultural sectors. Experience in management and coordination of cultural institutions and organization of cultural events with participation of high state officials – Latvia's centennial events, Latvian Song and Dance Festival, Riga City Festival and others. Development and monitoring of strategic documents, action plans. In cooperation with Microsoft Baltics, organization of digital development courses, scientific conferences, other events. 3 years of experience as a senior expert in the ERDF project "University of Latvia Innovation Grants for Students" (organization of hybrid innovation programmes for students, hackathons, Technology and Innovation Day). Experience in other EU projects: Forthem Alliance, URBACT II - Together Network - Territories of co-responsibility, Eclipse - European Citizenship can limit poverty and social exclusion. Ensuring the operation of UL amateur art collectives, participation in the Latvian Song and Dance Festival 2023 and other regional and national events.</p>
<p>Ieva Jurga, Project administrative manager</p>	<p>UL</p>	<p>Project administrative manager. Project planning, organizing meetings, maintaining project documentation, managing project schedules, arranging assignments and communicating progress to all team members. Preparing action plans, analysing risks and opportunities and gathering necessary resources. Project reporting. Professional bachelor's degree in cultural entrepreneurship. Informal settlements program - digital growth master classes for representatives of the cultural and artistic industries. Completion of the "Production" course. Previously, a culture specialist in the municipality of Tukums Region. More than 10 years of experience in office administration - management assistance, including record keeping, personnel management, company representation/ communication with public authorities, logistics management. Experience as project coordinator of international training project MADE 4 YOUTH (Erasmus+) – a training course aimed at improving the decision-making process. Experience in NGO sector - cultural programme coordination, logistics issues, communication with participants and suppliers, cooperation with financiers. Experience working as a website and social network content administrator, maintaining and creating information.</p>
<p>Jana Saulite, Head of department of Public Relations</p>	<p>UL</p>	<p>Project communications manager. Responsible for internal and external communication, developing a communication and dissemination plan, online and offline project communication, marketing of project events, dissemination and promotion of project's results. Bachelor of Social Sciences in Management and Professional Teacher Qualification. More than 20 years of experience in the fields of communication, media and public relations. Work experience in Latvia's largest news agency, newspapers, media agencies. Working with the media, creating and maintaining the content of institutional websites and social networks. Information gathering, compilation, preparation of news materials, conducting interviews, processing, publishing, etc. Planning, coordination and management of various public relations and marketing projects (including financial). Daily cooperation with the media, creation of publicity, development and implementation of communication plans. Preparation of applications for procurement tenders. Creation, maintenance and development of social media accounts, support for marketing activities in social media. Providing consultations in the planning of publicity events. Planning, coordination, organization and management of corporate events. Creating content for Internet portals.</p>
<p>Iveta Abola, Lead expert</p>	<p>UL</p>	<p>Project financial coordinator. Manage and oversee and the financial aspects of the project (budgeting, financial planning, monitoring, financial reporting, financial decision making). Iveta will manage the project's financial resources, ensure financial compliance and provide financial guidance and support to project partners to facilitate successful implementation of the project. Iveta is a certified accountant and finance manager. Master of Economics, 30 years of experience in the field of financial control, Latvian accounting and tax system. More than 20 years' experience in international project budget management, including large scale projects in the fields of higher education, civil society, construction and other.</p>
<p>Andris Bergmanis, Project manager</p>	<p>UL</p>	<p>Project national coordinator (LV). Overseeing and coordinating all aspects of the project at the national level. Responsible for creating project plans for activities in LV, setting goals, ensuring alignment with the project objectives. Managing relationships with project target groups and stakeholders, including government officials and partner organizations, facilitating effective communication. Implementation of project events in Latvia. UL project budget and resource management, ensuring efficient utilization of resources and adherence to financial guidelines.</p>

		Education – Riga Technical School of Culture and Education Employees, leader of self-employed artistic collectives. Additional education - project management. 8 years of experience at the ULCC as a project manager and 19 years of experience as a project coordinator and head of the events department at the Riga City Council. More than 20 years of experience working with amateur dance groups.
Uvis Raipulis, Legal counsel	UL	Legal counsel. Responsible for consulting on legal issues, GA conditions, project contracts, compliance with EU guidelines, development of the legal framework for the Network operation. Professional master's degree in law (Mg.iur.) and legal qualification. Professional development on procurement procedures. 6 years of experience in the Law Department in UL. Working with internal regulatory documents (orders, regulations, rules, procedures, instructions, statutes, etc.) consideration and development of projects. Examination and development of contracts, contract amendment projects, authorizations, certificates, verification of decisions made by collegial institutions of UL structural units. Providing legal support to the employees of LU structural units, including the preparation of procurement offers.
Andis Geizans	UL	Head of the University of Latvia (UL) Information Technology Department (ITD). ITD is defining, implementing the modern information technology strategy at the UL in accordance with the UL mission and objectives and ensures the functioning of the existing IT infrastructure, including the support of the UL data transmission network, the UL central server system, and the UL sharing software. The UL ITD ensures the development, operation and maintenance of the UL information system LUIS, the UL portal, the e-learning system MOODLE and other e-applications. LU ITD Help Desk provides user support, resolving IT issues of the aforementioned information systems.
Daina Rasenbauma, film director	VF	Documentary film director. Conduct research on the film's script and coordinate, manage and direct the filming process. Ms.Rasenbauma will also perform the post-production of the film, creating the final visual image of the film and ensuring the best possible result. Ms.Rasenbauma obtained her higher education degree from the Journalism Department at the University of Latvia. She has also completed a Film/TV director qualification program at the Bornholm Video School. Ms.Rasenbauma has worked at the public service television and several privately owned TV channels and film studios, has participated in different national and international level TV/film/video projects, thus gradually developing her professional career. She has worked as a director for various TV programs and documentary films, including the production of a film series on the European Union expansion in 2001. In 2008, Ms.Rasenbauma received the National Radio and Television Council Award for her work as a TV director. Since 2012, Ms.Rasenbauma has worked as an independent Film/TV director whose responsibilities include creating and directing various video projects and has an extensive experience and all the necessary knowledge and skills to carry out her role within the project.
Krista Vavere, journalist and communication coach	VF	Documentary film screenwriter. Ms.Vavere will write the script and interview questions for the documentary film and will act as the interviewer during the film recording. Ms.Vavere has a master's degree in Social Anthropology obtained at the University of Latvia. In journalism, this allows her to work with a wide range of topics and even in 2-minute news segments to connect a global macro-situation with the portrayal of human micro-experiences. Ms.Vavere has gained remarkable professional experience by working for 30 different media outlets, ranging from social ads and news shows to documentary films since 1992. She has worked in news reporting, production and broadcasting, but favours generating ideas and writing scripts for TV interviews and documentary films, especially on social and cultural topics. She has participated in various video projects in Latvia, EU, Jordan, and the United States, working in both private TV and film producer groups, as well as with public broadcasters.
Janis Kesans, camera operator	VF	Documentary film cameraman. Operates camera equipment to capture high-quality footage, ensuring proper framing and shot composition that aligns with the creative vision of the documentary film. Mr.Kesans holds a bachelor's degree in electronic media from the International University Concordia Audentes in Tallinn, Estonia. With over 18 years of experience as a cameraman, he has established strong collaborations with various Latvian independent production companies. His work involves capturing footage for a wide range of projects, including documentaries, advertisements, concerts, sports events, and broadcasts for Latvian state television. Mr.Kesans has had the opportunity to travel extensively, covering diverse subjects across the globe. His deep passion for visual storytelling shines through in his dedication to his craft
Madara Sudraba, producer	VF	Documentary film producer. Coordination of the production of the film in collaboration with film studio colleagues and project national coordinators. This entails overseeing the logistical aspects of the filming crew and meticulously strategizing the technical support and financial

		<p>planning required for the production. Associated with document Ref. Ares(2024)1447293 - 26/02/2024</p> <p>Mr.Sudraba possesses a wealth of experience spanning over two decades in the production of diverse projects, ranging from television shows, social campaigns to corporate, and documentary informational videos. Notably, she has actively participated in numerous video ventures across Latvia, the Baltic States, Europe, the Balkan countries, Turkey, and even Canada.</p>
Sonata Adomaitienė, Project manager	VU	<p>Project national coordinator (LT) and event manager. Activity management, event coordination. Project's risk management and project leadership in achieving common goals. Fostering partnership and networking at local, national and international levels. Engagement of local and international students, local community. Representing and promoting the project. Maintaining, supporting relations and communication with project partners. Monitoring, reporting on project results.</p> <p>Ms.Adomaitienė holds a Master Degree (Cum Laude) in Business Management (International Project Management – IPMA registered education programme), Vilnius University and Master, Bachelor degrees in Physics, Vilnius University. Additionally, holds certificates as Internal Auditor (ISO9001) and Tourist Guide. Ms.Adomaitienė works as Cultural Project Manager at VUCC and has more than 16 years of experience in leading and managing cultural, social, art, high-tech and scientific projects. 12 years of managing experience in European funded projects (Erasmus+ Youth in Action, Eurostars2), National funded projects (Lithuanian Council of Culture, State Studies Foundation and other), and more than 13 years of leadership, organization, implementation, coordination and supervision experience in bilateral and international cultural, art, social, youth exchange and study tour programs and projects in LT, DK, SE, FI, IT, TR and etc. Ms.Adomaitienė has more than 7 years has experience in implementing, supervising and monitoring, auditing quality management systems (ISO9001) at high-tech enterprises. For the past few years she successfully implemented and managed nationally funded projects: theatre education projects (with theatre performance release) “Hour 00”, “Starting Point”, music education projects “Classic Music for All” and an electronic publication – an interactive library of five ethnographic regions of Lithuania project „5x5 Traditions: Folklore of the Ethnographic Regions of Lithuania“.</p>
Irina Bukina, Communication specialist	VU	<p>Communication specialist (LT). Developing project communication plans for project events in LT, implementation of communication campaigns. Preparation and dissemination of communication materials, key visuals for internal and external media, social media channels, newsletters, websites, etc. Developing and disseminating project press releases, information about main events and overall projects results in media channels (in English and Lithuanian languages). Coordination of journalists' interviews with relevant people of the project.</p> <p>Ms.Bukina holds a Master degree in Arts Management (Lithuanian Academy of Music and Theatre) and a Bachelor degree in Economics and Politics (ISM University of Management and Economics, Lithuania). Ms.Bukina works as a communication specialist at the VUCC. She has more than 3 years' experience in developing, leading and implementing communication strategies, campaigns and plans, and more than 5 years' experience in communication planning, content creation for internet portals, and social media in cultural fields. Ms.Bukina's interest and research field is communication of wind orchestras. She is a professional musician and plays at VU wind orchestra “Oktava”, where she is in charge of orchestra's communication strategy, campaigns and content.</p>
Mariann Raisma, Director of Tartu university museum	UT	<p>Project national coordinator (EE). Overseeing and coordinating all aspects of a project at the national level, cooperation with the coordinators of other countries. Responsible for creating project goal for activities in EE, setting plan, ensuring alignment with the project objectives. Managing relationships with project target groups and stakeholders, including government officials and partner organizations, facilitating effective communication. Implementation of project events in EE.</p> <p>She has been Director of the UTM for more than 10 years and a lecturer at the Estonian Academy of Arts and has been a member of Member of International Community of Museums (ICOM) and Estonian Museum Association for over 20 years. She has participated in several international projects and is the author of numerous publications.</p>
Stankomir Nicieja, Associate professor, lecturer and researcher	UO	<p>Project national coordinator (PL). Overseeing and coordinating all aspects of a project at the national level. Responsible for creating project plans for activities in PL, setting goals, ensuring alignment with the project objectives. Managing relationships with project target groups and stakeholders, including government officials and partner organizations, facilitating effective communication. Implementation of project events in Poland. UO project budget and resource management, ensuring efficient utilization of resources and adherence to financial guidelines.</p> <p>Mr.Nicieja is an associate professor at the Institute of Linguistics, Department of Studies on Culture and Religion, University of Opole. He is Rector's Plenipotentiary for Academic Cooperation with Asia and is one of the UO coordinators for the FITFORTHM programme</p>

		(part of the FORTHEM European University Alliance). Between 2017-2019 he was head of the University of Opole Summer School for Foreigners. He has participated in a number of international projects. Is a board member of the Asian Theories Network. He has published on various aspects of the relations between literature, film and theory. He is the author of the monographs <i>In the Shadow of the Iron Lady: Thatcherism as a Cultural Phenomenon and Its Representation in the Contemporary British Novel</i> (2011) and <i>Lessons from the East: Representations of East Asia in Contemporary Anglophone Films and Novels</i> (2018). At the University of Opole he teaches courses on multiculturalism, media studies and methodology in cultural studies.
Michał Wanke, assistant professor	UO	Lifelong learning course developer. Coordination of the development of the lifelong learning open course on international communication, coordination of the course piloting. Mr.Wanke is an assistant professor at the Department of Cultural Studies of the University of Opole. He studies social worlds, identity management and people who migrate to Poland. He opened and supervised an MA programme in sociology specialising in Intercultural Communication at the UO. He is a member of advisory board of the plenipotentiary of the marshall of Opole region for diversity. Mr.Wanke was commissioned to conduct intercultural training for social workers in Opole region, and a training programme in diversity and intercultural communication for Opole region secondary schools, he led a Borders and Dialogue project funded by Visegrad Fund and co-hosted by the University of Opole (Poland) and the University of Hradec-Kralove (Czechia). He supervised numerous student projects based on intercultural encounters in schools. He was commissioned to provide intercultural or diversity training or lectures at the University of Burgundy, Dijon, France and the Johannes Gutenberg University of Mainz, Germany. He organised and taught intercultural communication at the University of Luxembourg on intercultural typography and at Kaye College of Higher Education in Beersheva, Israel on intercultural education.
Martin Cerny, Vice Dean for Studies and Accreditation	UJEP	Project national coordinator (CZ). Overseeing and coordinating all aspects of the project at the national level. Responsible for strategic planning, identifying target groups, setting key goals and outputs for events in CZ, deciding the best approach to achieve these. Ensure efficient communication among project participants, coordinating between project team members, faculty, and external partners. Advocate for and represent the project within the university leadership and the wider academic and public environment. Monitoring its progress and ensuring key objectives are met, adhering to quality standards. Student engagement. Mr.Cerny has experience in managing projects such as Key Activity 3 (Supporting Academics and Students in Undergraduate Teacher Training) - 21st Century University: a Quality, Modern and Open Institution. Furthermore, in the project National Recovery Plan of the Czech Republic, Mr.Cerny and the Faculty of Education is preparing a course in educational and school psychology.
Miroslav Hasek, Vice Dean for External Relations and Internationalisation	UJEP	Communications specialist (CZ). Establishing and maintaining partnerships with other institutions and organizations at local, national, and international levels, supporting the project's goals. Promoting the project outside the university, presenting it at conferences, seminars, and other public events, and communicating with the media and the wider public. Attracting international students and scholars, organizing international workshops and conferences, and fostering international cooperation. Mr.Hasek's work focuses on working with different temporal planes and on revising the past through the lens of the present. This is evident both in the themes of his works and, for example, in the confrontation of classical historical technologies with the latest technological trends.
Michaela Hroteková, PhD. candidate	UKBA	Project national coordinator (SK). Responsible for the project management, internal and external communication, organizing events, and presenting and promoting the project outcomes. Ms.Hroteková has been involved in activities in multicultural environment since she was 18. She has attended many international exchanges and camps, and, in 2008, organized a multilateral exchange in Slovakia in the European Union program Youth in Action. After accomplishing her MA degree in English language and cultural for specialized communication, she spent five years teaching English in Escuela Americana in El Salvador, Central America, where she continued developing her experience with multicultural communication and intercultural learning. Currently she is a PhD. candidate in Linguistics at the Comenius University in Bratislava. She specializes in English language and the Internet communication. Besides her study and research activities, she is involved in several educational projects.
Ivan Lacko, Head of department	UKBA	Administrative expert and event manager. Adviser and expert in the processes of organizing events, coordinating students and other stakeholders in required activities, and presenting the outcomes on various levels of university management and the general public. Mr.Lacko has worked at the UKBA Faculty of Arts since 2000. He is the acting head of the

		Department of British and American Studies and has had extensive experience also outside of the academic world in areas of creative performative work, team leadership, and project management (theatre projects, film production, events organization – departmental theatre, commercial activities, Cambridge exams management, amateur art and performance, TEDx Bratislava, among others). He has written several full-length theatre plays, many shorter works, performed in productions of professional and amateur theatres, worked on translations for theatre plays, feature movies, animated films for children.
Peter Barrer, Assistant professor	UKBA	Communications specialist (SK). Mr.Barrer will bring his international and multicultural insight into the project. He will be in charge of international communication and events organization. Mr.Barrer completed his higher education in New Zealand (University of Canterbury) and Australia (Monash University); he received a Ph.D. in Slavic Studies in 2008. His doctoral research focused on the interactions between popular culture and national identity in the Slovak context. He has written several articles and book chapters about Slovakia in international publications focusing on areas such as hip-hop, reality TV, ice hockey, and tourism. After many years of teaching English to adults, Mr.Barrer began teaching cultural studies and translation courses at the Department of British and American Studies, Faculty of Arts, Comenius University in Bratislava in 2009. In addition to teaching and publishing original research, Mr.Barrer has translated several books from Slovak into English – including An Ethnic History of Slovakia (published in 2021, author Ján Botík), for which he received the Matej Bel Prize from the Literary Fund of Slovakia. A native of New Zealand, Mr.Barrer has lived and worked in Australia, Slovakia, and the United Kingdom. Now permanently based in Bratislava, Mr.Barrer became a Slovak citizen through naturalization in 2020.
Edina Zsigmond, chief international officer	UPS	Project national coordinator (HU). Overseeing and coordinating all aspects of a project at the national level. Responsible for creating project plans for activities in HU, setting goals, ensuring alignment with the project objectives. Managing relationships with project target groups and stakeholders, including government officials and partner organizations, facilitating effective communication. Ms.Zsigmond is a chief international officer and a former diplomat.
Boglarka Koller, Professor	UPS	Project academic coordinator and event manager (HU). Key responsible for the events organized in Hungary. Implementation of the EU20 Flash mob event. Ms Koller is vice-rector for international affairs, head of the European Studies Department and she is a Jean Monnet Chair (BEU Project).
Maksym Karpash, Professor	UKD	Project national coordinator (UA). Overseeing and coordinating all aspects of a project at the national level. Responsible for creating project plans for activities in UA, setting goals, ensuring alignment with the project objectives. Managing relationships with project target groups and stakeholders, including government officials and partner organizations. Implementation of project events in UA. Chief expert in development of industrial projects and educational courses in the areas of oil and gas, renewables, including hydrogen, standardization etc. Has experience in more than 50 projects funded by Ukrainian, EU and other sources.

Outside resources (subcontracting, seconded staff, etc)

If you do not have all skills/resources in-house, describe how you intend to get them (contributions of members, partner organisations, subcontracting, etc).

If there is subcontracting, please also complete the table in section 4. Moreover, ensure that subcontractors are aware of gender mainstreaming and non-discrimination mainstreaming.

N/A

2.4 Consortium management and decision-making

Consortium management and decision-making (if applicable) *(n/a for Town Twinning and Programme Contact Points)*

Explain the management structures and decision-making mechanisms within the consortium. Describe how decisions will be taken and how regular and effective communication will be ensured. Describe methods to ensure planning and control.

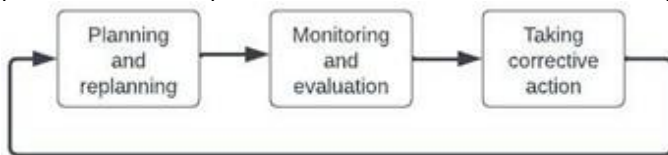
Note: The concept (including organisational structure and decision-making mechanisms) must be adapted to the complexity and scale of the project.

Project consortium governance is a key indicator of a well-functioning consortium and a framework for CAMINO partners to work together effectively on a rather specific project model - event based project. CAMINO consortium will be managed according to the following 8 principles. (1) Building on existing efforts. (2) Clarity on desired impact of the planned and implemented events. (3) Sufficient time and flexibility for concept development. (4) Early discussions on joint vision, expectations, and clear responsibilities as basis for effective cross-cultural and . (6) Addressing diversity in the consortium by establishing a shared and transparent governance structure; (7) Maintaining motivation, connection, and team spirit; (8) Creating and implementing appropriate mechanisms for reflection, learning, and course correction.

The Consortium agreement will establish project consortia as a formal contractual arrangement among the consortium partners working by consensus and requiring unanimity on all decisions.

CAMINO project implementation planning and day-to-day management authority will be delegated to a Project management Group (PMG) that will also ensure timely and sufficient communication between all the project partners and stakeholders for effective decision-making. All consortium members will delegate significant authority to a PMG, while leaving key strategic decisions to a vote of all members. The PMG will have final responsibility for all aspects of the consortium's governance, will clearly set out the duties and responsibilities on all sides, will have authority over more operational policies, such as data security requirements, ethical aspects and visibility guidelines that all consortium participants must adhere to, and the operating procedures for actually interacting with the consortium. PMG will meet online on monthly bases at a set day and time as it was also during the elaboration of the projectproposal. The partners will build up an agenda together. Finances will be followed up on a quarterly basis - at every 3rd meeting.

As this is an event-based project and this is an event-oriented consortium, the participating organisations prefer to take a laissez-faire approach to management, weighing in only on issues related to the events under their specific responsibility, needs or interests. Hands-on approach will be applied to issues related to methodological approach and governance of overall progress and planned achievements. It will be up to the partners to determine which individuals internally will be responsible for day-to-day management of the relationship with the consortium (project national coordinators), but the key principle is that each individual responsible for a partner's relationship with the consortium has a decision-making authority, or an open environment for engagement with the decision- as governance will prove overly cumbersome otherwise.



The CAMINO project is developed with waterfall methodology – it has a set project structure, defined and described partner roles, developed time-activity plan – thus, the PMG will mostly deal with project monitoring and evaluation and, if necessary, re-planning and taking corrective actions. Each partner, responsible for a certain WP, will contribute to the development of a detailed time-activity plan with specifics of the event under its responsibility. The PMG will formulate and provide advice to partners, if necessary, ensure implementation of the planned events in time and scope, delivery of the project outputs and achievement of the planned project outcomes and impact. This may include such tasks as providing input to the development of the Evaluation strategy and Internal and external communication guidelines as part of the Communication and dissemination plan (CDP), providing advice on the budget spending according to lump-sum budget model, helping to achieve the project outcomes, identifying the priorities in the project (where the most attention and energy should be directed), identifying potential risks and taking mitigation measures, monitoring the quality of the project events as they develop, providing advice (and sometimes making decisions) about changes to the project as it develops, disseminating outputs.

#§CON-SOR-CSS# #@PRJ-MGT-PM@#

2.5 Project management, quality assurance and monitoring and evaluation strategy

Project management, quality assurance and monitoring and evaluation strategy

Describe the measures planned to ensure that the project implementation is of high quality and completed in time.

Describe the methods to ensure good quality, monitoring, planning and control.

Describe the evaluation methods and indicators (quantitative and qualitative) to monitor and verify the outreach and coverage of the activities and results (including unit of measurement, baseline and target values). The indicators proposed to measure progress should be relevant, realistic and measurable.

Note: The monitoring and evaluation strategy should also incorporate gender and non-discrimination considerations in order to measure changes and assess impact on gender equality issues. The indicators should be gender responsive so that they can measure gender equality changes over time. For instance, a gender responsive indicator can measure the increase in women's rate of employment or changes in social attitudes towards gender roles in work-life balance. The evaluation should be participatory and inclusive to all stakeholders, ensuring that women's and men's voices are prevalent throughout the entire evaluation process.

Project management (PM) will be based on an integrated approach putting the emphasis on the management quality and on involvement and inclusion of each consortium member in line with 4 main principles:

Transparent and efficient management structure overseeing contractual obligations, facilitating smooth workflow and ensuring progress in line with the time-activity plan, set project objectives, achievable milestones, deliverables and

resources consumed. The Project management group (PMG) is set up from all partners' appointed project national coordinators (the UL as the lead partner will have a project content manager, project administrative manager, communications manager and a financial coordinator). It manages the project and performs secretarial and organisational tasks. Developed CAMINO Project management procedures (PMP) support implementation of the project in a lean, open and supportive manner, describe all implementation procedures, the role and tasks of national coordinators. They include clear distribution of roles and tasks among the partners, monitoring of workflows, achievement of milestones and deliverables, and implementation of the project in line with the EC requirements and Grant Agreement conditions. The PMG follows up the project progress, identifies necessary changes, if any, and implements them to keep the project on track and avoid delays. The PMG meets online on a monthly basis (12 PMG meetings) for the progress update on both management and content issues, exchange of information and actualities on the progress and topic, to monitor and evaluate the project and events and to ensure efficient progress. The PMG discusses project overall budget expenditure on a quarterly basis. If necessary for a particular event, the PMG can meet bi-weekly. All partners follow project dissemination strategy, visibility guidelines, and ensure that any project related communication made by the partners jointly or individually and any information / promotional materials indicate the EU funding, display the EU emblem and have disclaimers excluding the EC responsibility. The partners keep all original documents stored on any appropriate medium during a period mentioned in the Agreement. Even if this is a lump-sum approach based project, there is Financial management that includes timely allocation of the financial contribution of the EC to the partners, keeping records of the payments for inner organisational accountancy and project reporting in the PMG as described above. Legal administration follows up on fulfilling the obligations set in the Grant Agreement. It drafts the Consortium Agreement to regulate internal organisation, management, rights and obligations concerning liabilities, access rights, IP and dispute resolution and any other legal document needed to regulate the relations of the project with external stakeholders. Procurement contracts are awarded in accordance with the usual purchasing practices, the contracts are awarded to the tender offering best value for money, and any conflicts of interest are avoided. The UL as the project leader will support the partners in implementing tasks and achievement of planned milestones and delivery of the set deliverables. The partner-level issues will be discussed and solved in the PMG meetings. The UL as the lead partner prepares the meetings (invitations, draft agendas, minutes and follow-up on actions from previous meetings, etc.). The PMG will also discuss the project content issues. The project will use digital project management tools to ensure optimal tracking of all outputs and to encourage shared decision-making through document sharing software, helping to facilitate a democratic consortium functioning processes and high-quality control of outputs. **Indicators:** 1 PMG with contact list, 12 PMG meetings with agendas and meeting minutes, 1 PMP document, incl. internal and external communication guidelines, financial and legal management, 1 detailed time-activity plan, 1 involved expert contact list, 1 digital project management and document exchange platform,

Effective communication and information exchange between partners, the EC and other parties. The goal of communications planning is to ensure that all the consortium partners involved in the project have the information they need and when they need it, to fulfil their responsibilities. Partner communication expectations and needs will be assessed and included in the PMP. There will be separate sections on Internal and external communication guidelines describing **who** various audiences are, **what** information and who will communicate to each audience, **which** channels project will use, and **how often** the communication will take place. The PMG serves as the centre of communication and a help desk for the partners. The UL is the interface between the EC and the consortium, and mediates communication with the EC. The UL is responsible for the report preparation and their timely submission to the EC. To ensure efficient communication, the PMG prepares and makes available to all partners digital project management tools and platforms for sharing information and data. **Indicators:** 1 Internal and external communication guidelines as part of PMP document, 1 detailed communication time-activity plan, and external communication outline to be used by partners.

Effective risk management and quality assurance. Good risk management strategy is essential for a good PM. Developed Quality assurance and risk management procedures as part of the PMP will secure successful project implementation and aim to ensure the consortium fulfils project objectives and goals on time and with the allocated resources. It will incorporate risk mitigation measures that address any gender inequalities and any other discriminatory effects (e.g., gender, age or disability related constraints) in the project implementation process. The risk-management process grounds on developed Risk log and 4 risk management strategies (accept, avoid, control, and transfer). This will allow timely identification of potential risks and their influence on various project aspects and manage already identified risks. The PMG will be responsible for risk management. Quality is assured through regular PMG meetings following up on the overall project performance, with the aim to ensure conformity, quality and requirements of project deliverables and reports being met.

The CAMINO project will perform process, outcome and impact evaluations. Effectiveness of CAMINO will be determined by evaluating if the project is being run as intended and if it is reaching the intended audience. The design of the CAMINO evaluation process will deal with a series of questions designed to discover what is working, what can be improved, whether the project is useful and whether the planned project scope and results are achieved. Two types of evaluation will be applied. Ongoing Project Evaluation - to make sure the project is proceeding as planned and hitting all of the scheduling and budget milestones set. Participants and project management will evaluate all major activities. On-going evaluation will constantly monitor and report on the project implementation process in real-time. The main question of ongoing evaluation is - are there any ways for refining the project activities to achieve better outcomes? Post-Project Evaluation - will go through the project's paperwork, interview the project team and principles and analyze all relevant data to understand what worked and what went wrong. Main questions to ask are - Were the desired outcomes achieved? What progress has been made? Do the project results justify the project inputs? Partners will actively participate in the PMG endeavor to regularly evaluate the PM and the implemented activities and ongoing monitoring of the results, evaluation of quality and impact (e.g., feedback from participants via on-line tools accessible with QR code, stakeholders, media coverage etc.). Necessary corrections will be initiated to ensure project implementation quality. Detailed Evaluation strategy to evaluate the project, including specific objectives, with detailed process, output and outcome indicators will be developed as part of the PMP. Depending on the project event, there will be various evaluation methods. Public events will be evaluated internally from the PM point of view. Externally participants will evaluate the events via application accessible by QR code. Media coverage will be assessed to get a wider opinion on organised events. As events differ noticeably in size, quantitative evaluation indicators (number of evaluation responses) will be set for each event separately and they will be included in the PMP section on Evaluation strategy.

Optimal participant: responder ratio would be at least 25%. Qualitative indicators will be grouped in management (excellent/ good/ lousy) and content parts (excellent/ interesting/ good enough/ dull). Optimal ratio would be - at least 40% evaluate events as excellent or interesting. Depending on the project event, there will be various evaluation methods. Public events will be evaluated internally from the PM point of view. Externally, the participants will evaluate the events via application accessible by QR code. Media coverage will be assessed to get a wider opinion on organised events. As events differ noticeably in size, quantitative evaluation indicators (number of evaluation responses) will be set for each event separately and they will be included in the PMP section on Evaluation strategy. Qualitative indicators will be grouped in management (excellent/ good/ lousy) and content parts (excellent/ interesting/ good enough/ dull). Optimal ratio would be - at least 40% evaluate events as excellent or interesting. Due to the project nature (short-term events in many countries), it is difficult to measure the impact on gender equality issues over the time. The project will ensure equal access to information about the project and organised events and equal possibility to participate in the events (description that is more detailed is provided in the section 3.2. of this application). The PMG will assess gender ratio among participants of various events. Indicators: 1 Quality assurance and risks management procedures as part of the PMP, 1 Evaluation strategy as part of the PMP, 1 Risk log, event QR codes, number of evaluation responses, quality evaluation ratio.

Efficient data management. Project follows universal ethical principles and complies with applicable international, EU and national legislations for ethics and protection of personal data. All partners consider ethical aspects and the PMG monitors that. As the project implementation implies certain data collection and processing for the purpose of the documentary film, the consortium prepares Data Management Plan (part of PMP) describing data management methods: collection, processing, storing and documenting. The plan includes a description of methodology and standards to be followed and what data sets are made accessible for verification and re-use. It sets out procedures and criteria used in the identification and recruitment of research participants, informed consent procedures for participation and/or processing of personal data, and informed consent forms and includes a description of technical and organisational measures implemented to safeguard the rights and freedoms of the participants. Any data collected (if any) by consortium together or by individual participants will be broken down, whenever possible, by sex, age and disability. Indicators: 1 Data management plan as part of the PMP, 1 PMG report on data management.

#\$PRJ-MGT-PM\$# #@\$FIN-MGT-FM@#

2.6 Cost effectiveness and financial management

Cost effectiveness and financial management *(n/a for prefixed Lump Sum Grants)*

Describe the measures adopted to ensure that the proposed results and objectives will be achieved in the most cost-effective way.

Indicate the arrangements adopted for the financial management of the project and, in particular, how the financial resources will be allocated and managed within the consortium.

! *Do NOT compare and justify the costs of each work package, but summarize briefly why your budget is cost effective.*

N/A

#\$FIN-MGT-FM\$# #@\$RSK-MGT-RM@#

3. IMPACT

3.1 Impact and ambition

Impact and ambition

Define the short, medium and long-term effects of the project.

Who are the target groups? How will the target groups benefit concretely from the project and what would change for them? In what way will the gap identified be reduced? How will the activities contribute to improve the situation (difference between starting point/state of play and the situation after the end of the project?) How will the activities contribute to the promotion and advancement of gender equality and non-discrimination mainstreaming?

Does the project aim to trigger change/innovation? If so, describe them and the degree of ambition (progress beyond the status quo).

Note: *Results/outcomes are immediate changes that materialise for the target groups after the end of the project (e.g. improved knowledge, increased awareness). Results/outcomes are different to deliverables. Deliverables are activities undertaken and outputs produced with the resources allocated to the project, e.g. training courses, conferences, manuals, video etc.*

When defining expected results/outcomes and deliverables please consider if and how they will reduce, maintain, or increase inequalities between women and men, boys and girls, in all their diversity. What gender, age and disability differentiated results can be expected? How expected results will affect women and men, boys and girls from a range of diverse social groups, differently?

CAMINO 5 main components are very different by their character and thus the identified target groups, project results and their impact vary in length and scope.

Network of European universities is targeted at *administrative and academic staff and university students* providing them with a platform to socialize and enhance future culture mobility. Currently the EU co-finances 37 various pan-European culture networks, but they are aimed at cultural organizations or professionals. Project objective is to fill in the gap and to create, develop and launch the 1st in Europe Network and online platform among higher education institutions for joint collaboration, coordination, and mutual benefit in the field of culture and to introduce and train the end users on the functionalities of the dedicated online tool developed within the project. This is an innovative approach to enhance long-term intercultural relations among universities and to facilitate participation of their staff and students in national and international non-professional art and culture activities in a non-discriminatory and equal way.

Three major results/outputs are planned for the component - established platform for networking, signed Cooperation Memorandum on network establishment and delivered a Network/platform presentation event. Network will have a long-term impact and is the most sustainable of project results. It will be launched as a network among project partner universities (8 members from 8 different countries), but will be open for enlargement and will encourage new memberships to widen the intercultural cooperation and culture mobility possibilities. It will be a platform for socializing and discussing culture in relation to education and universities' life. It will serve as a contact database, resource hub and event coordination and joint creations tool. It will raise national cultures to an international level. The Network will be created and will function according to the Gender equity plans that all participating universities have developed and enforced. Participating universities are known for their deep respect towards equality and non-discrimination and this approach will be continued.

Student photo competition is targeted at *students* from 10 EU countries (who joined EU 20 years ago - in 2004) and one accession country (UA) to create a collection of student photos, representing the ideas of young people on how EU accession has transformed the life of Europeans. It aims not only to showcase the student talent, skills and unique perspectives, but also to celebrate EU achievements and highlight the positive effect of EU accession on the lives of Europeans by allowing to gain insights different cultures, experiences, and perspectives and at the same time to visually capture the sense of belonging and shared identity across borders, enhancing mutual understanding and fostering appreciation of the rich diversity present in Europe. There are no such international student photo competitions - neither similar in scope, nor theme. Several universities worldwide have organised student photo competitions, but none of them has had a focus on student life, EU integration, culture and none has had the magnitude of exhibition (number of countries, works/participants/ exhibition places). This will be the 1st time organizing such an event, but it has a potential to become an annual event organised by the Network.

The major results are - dedicated Instagram account and selected 11 winning photos and their authors (all other photos will be accessible via QR code, printed on the 11 selected photographs), exhibition in EP in Brussels and 8 exhibitions in project countries. Photo competition will have a medium term impact. It will review life in the EU from a student perspective (most of them being born after the accession to EU), and give unique reflections on the diversity of life with shared values. The photo material will be royalty free and will be available for use by interested parties, ensuring that the author is mentioned. Participation will be opened and encouraged for all genders, respect towards equality and non-discrimination in this approach will be continued. Evaluation will be based only on photo quality (message, technical and aesthetic qualities).

Public Events for EU20 Celebration "Europe in Action " are targeted towards the *general public in partner countries, local communities, university students and staff (in line with non-discriminatory approach), high level officials and diplomats*. Objective is to organize a public event in partner countries, celebrating the 20th anniversary of EU enlargement in 2004 in an inclusive and engaging manner. Each partner will develop a unique, targeted and tailored programme for the celebration (live performances of amateur music, dance and theatre collectives; thematic theatre improvisation workshops and storytelling events; interactive booths representing different EU countries, showcasing their unique traditions, history, cuisine and customs; dance lessons, handicraft demonstrations, language exchange fair; lectures and panel discussions on topics related to EU history etc.), all individual partner event programs will be developed around the cornerstone of 3 elements – (1) a solemn moment marking the accession to the EU (in the case of the Ukrainian partner - marking the day Europe Day and their status of a candidate for accession to the European Union); (2) opening of the International Student Photo Competition Exhibition and (3) a Tele bridge, digitally connecting all partner universities in a joint flash mob "Ode to Joy". Though there might be many other projects and events, celebrating the 20th anniversary of the largest enlargement in EU history, CAMINO proposes an innovative and unique approach to the celebration by coordinating a *Europe celebration tele bridge*, connecting events in project partner countries by executing a bridge in the form of an international flash mob. The flash mob will be performed, recorded and live streamed.

The major results are - 8 national celebratory events at certain moment linked into one joint celebration. This is an ambitious aim, establishing a new tradition. Nationally planned celebratory events will strongly follow the principle - equally accessible participation by a diverse range of target groups. Public events will have a medium-term impact as will raise awareness, educate, disseminate information, create interest and facilitate further interdisciplinary cooperation for culture.

Documentary Film aims to demonstrate the importance of preserving national and cultural identity for better European integration, the challenges and opportunities created by EU accession. The target group of the film is *general public - its various groups* interested in testimonies of witnesses from different generations from all 10 countries that accessed the EU in 2004, as well as from people in Ukraine on their way to full EU membership. The Documentary film will be a valuable material as the interviewees will be from different target groups (artists, students, politicians, CSO activists, scholars, high level officials and ordinary citizens etc.), generations and gender, thus ensuring a diverse range (gender, age and disability differentiated) of perspectives across the 10 countries and Ukraine in its expectations. Film will have a medium-term impact as shared experiences, insights, and reflections will provide a comprehensive understanding of the challenges, transformations, and opportunities brought about by EU accession and will foster intercultural dialogue and promote a deeper appreciation for European integration.

The results are the film itself and 8 film premieres in partnering universities with supporting open lectures on EU history and an in-situ/online meeting/discussion with the filming crew.

Development of the Lifelong Learning Open course on Intercultural Communication aims at provision of an accessible learning resource for individuals interested in understanding and navigating cultural diversity within the European context. Course will be of particular value for *students and academics*, especially the *research community*, often working on an international level, but would also be useful for *anyone* seeking new knowledge and skills to enhance their own intercultural competence, understanding and empathy towards other nationals and cultures. The course innovation is the focus on managing cultural differences in professional settings such as international projects, including research, and student/teaching staff exchange programmes. Impact to be achieved is diminishing stereotypes and prejudices (identifying and challenging stereotypes that hinder effective communication and collaboration) and fostering understanding and empathy, thus reducing misunderstandings and promoting a more inclusive and tolerant society. Course will have a long-term impact, as it will be introduced in extra curricula of partnering universities and via online tools (to be explored during the project) also to any interested party on a wider scope. The

course content might also develop over time under the management of the network. The results are - Life-long-learning Open course curricula final version (piloted, evaluated and adapted in line with evaluation results).

#SIMP-ACT-IA\$# #COM-DIS-VIS-CDV@#

3.2 Communication, dissemination and visibility

Communication, dissemination and visibility of funding

Describe the communication and dissemination activities which are planned in order to promote the activities/results and maximise the impact (to whom, which format, how many, etc.). Clarify how you will reach the target groups, relevant stakeholders, policymakers and the general public and explain the choice of the dissemination channels.

Describe how the visibility of EU funding will be ensured.

Communication and dissemination activities should also contribute to the promotion of gender equality and non-discrimination. Communication materials should use gender inclusive language and positive visual representations. E.g.: when developing videos or leaflets ensure that women and men, in all their diversity, are equally represented in a non-stereotypical fashion and portrayed in active empowered roles. In addition, consider using communication channels that they are accessible to general audience, in particular to persons with disabilities, or people from marginalised groups.

The communication and dissemination activities of CAMINO will have a twofold task: (1) To pave the way for an effective implementation of the project activities and the use of the project results at the level of consortium and its individual partners; (2) To explore and commemorate EU enlargement as a defining moment and historic reference point of 8 European countries – 7 countries coming from the area of influence of former “totalitarian model” of the Soviet Union and 1 still fighting with Russian totalitarian regime that is striving to occupy it.

As CAMINO is an event-based project, its communication will go beyond the dissemination – our communication efforts will extend beyond simply disseminating the project results. The project communication will also encompass sharing information about the project activities themselves, as well as highlighting the societal changes and European benefits associated with the EU enlargement. In other words, the project aims to communicate not only the project outcomes but also the process and the wider impacts of the project and the European integration on the society.

All communication and dissemination activities will encourage active participation in project events and will reflect on life in the EU. The project partners will jointly develop the messages to be transmitted to the various target audiences and they will be tailor-made according to their needs and interests in the project events and results. Communication will be an ongoing process, ensuring that the information reaches relevant target groups in time and their involvement in the project and impact is maximized. Communication will link the project events with the EU priorities of a “Stronger Europe in the world and Promoting European way of life” and will base its messages on these showing the citizens the big picture.

The main communication goals of CAMINO are as follows: (1) to raise public awareness of the project and its events among target groups (to inform and inspire); (2) to announce and promote CAMINO events, encouraging wide attendance and active participation (to inform, inspire and motivate); (3) to communicate why the project and its activities are important and what will be the impact (to inform, inspire and motivate); (4) to reflect on individual perceptions of substantially transformed lives under European integration and its defining achievements (to learn and inspire); (5) to ensure transparency and visibility of the project events to have the support from key stakeholders (to inform, influence and build relationships); (6) to create links and synergies with other projects; (7) to implement the ethical communication principles of openness, honesty, timeliness, transparency, and clarity in the project cycle.

Detailed Communication and dissemination plan (CDP) will be elaborated by joint effort of all consortium members specifying: what messages to whom, when and via which channels will be delivered; setting rules for information dissemination in social media and online, as well as for communication materials to be produced by the project consortium and partners; describing the EU funding visibility rules to be observed in communication in line with the EU Communication and visibility rules for EU funding programmes 2021-2027.

As the project consortium is composed of 9 organizations and there are many public events planned throughout the project, internal and external communication guidelines will be part of CDP. The implementation of the developed CDP will be constantly evaluated, reviewed and updated throughout the project and the necessary changes will be made (e.g., if new opportunities of communication and dissemination emerge, new specific target groups are identified, etc.). CDP will ensure gender equality and non-discrimination in project communication. Gender inclusive language and positive visual representations will help to achieve the goals of the project communication. Developed messages will ensure that no one is discriminated against or ignored. The project plans to use alternative texts describing photo images to ensure that people with vision or reading problems have access to information. Certain activities will use subtitles or translation to ensure that information is accessible to people with hearing or language barriers.

The partners have established and well-functioning proven communication channels which will be exploited during the project implementation. Project partners have identified both offline and online platforms to cater to a diverse audience. Other communication channels to be established within the project will be diverse and accessible to a wide audience. It is estimated that the project will deliver:

- 8 project related pages on partner university websites will be created for disseminating information on the progress of the project, the upcoming activities and results, in order to reach registered followers, individuals from the higher education sector as well as general public following the university life;
- 8 media (written/ broadcasting and specialised media for certain target groups) lists for each country;
- At least 3 press releases per partner country (24 press releases in total);
- At least 8 internal mailing lists and at least 24 newsletters disseminated within the universities to inform about the project events and to invite to participate students, teaching and administrative staff;

- At least 8 targeted letters to inform about project and activities and to invite for participation in project events high level officials, policy makers, diplomats, etc.;
- 1 YouTube channel with videos produced during the project implementation (at least 10 episodes from the Documentary film, covering each of the partner countries; video lectures from the intercultural communication course; flash mob video; video diaries from the "Europe in action" events, etc.) to reach various audiences;
- 1 Instagram account for the student photo contest submissions;
- At least 1 social media campaign focused on key aspects of European history and values;
- A set of digital/printed educational materials for use during the public events (e.g. infographics);
- Continuous update on actual project activities, targeted media episodes, interviews and broadcasts to reach general public, disseminated via partner organizations' pages in social media platforms: FB, Instagram, Twitter (including invitations to participate in the project's events, event reviews, interviews, photos, stories about the exciting moments from the project's events etc.) to reach wide spectrum of young people. Relevant hashtags will be used on social media in order to increase the visibility of the project;
- Continuous update on actual project activities via university LinkedIn profiles to reach out professionals from the education, as well as culture sector, who could be interested in the project events and results;
- Project information dissemination through other communication channels in the university ecosystems (e.g. national level and Europe-wide networks) to reach out to other project stakeholders such as schools, NGOs, entrepreneurs etc.

Dissemination as both a tool and an objective plays an essential role in the implementation of the project activities, fostering the creation and diffusion of knowledge openly. Dissemination activities will ensure that the project results are properly published and made easily accessible to all interested parties and project target groups in order to promote the celebration of the 20th anniversary of the EU's largest enlargement in its history. They will maximise the impact of project events in the public domain. The target audience of dissemination activities is any potential user of the project tangible results in project countries and in Europe in general – the ecosystem of collaborating universities, civil society, including youth and culture organisations, schools, municipalities, libraries, policy makers, media etc.

Dissemination will take place continuously throughout the project and after each of the 5 major planned project outputs is produced. To reach maximum coverage of international stakeholders, dissemination will be done via most of the communication channels described above with special attention to international networks, various professionals and media. In addition, the following will also act as the project communicators: embassies of EU Member States (and Ukraine as an EU Candidate State) in project partner countries, permanent representations of the project partner countries to EU, project partner country MEPs and other high-level officials and diplomats. EU information sharing platforms will also be used for the project dissemination purposes.

Visibility of the EU funding will be ensured by the following: (1) correct and prominent use the EU emblem; (2) the funding statement "Funded by the European Union" or "Co-funded by the European Union" spelled out in full and placed next to the emblem; (3) granting the EU the right to use project communication materials produced and owned by the recipients of the EU funding via royalty-free, non-exclusive and irrevocable licence; (4) including description of the visibility rules to be observed in communication in CDP.

#SCOM-DIS-VIS-CDV\$# #@SUS-CON-SC@#

3.3 Sustainability and continuation

Sustainability, long-term impact and continuation

Describe the follow-up of the project after the EU funding ends. How will the project impact be ensured and sustained?

What will need to be done? Which parts of the project should be continued or maintained? How will this be achieved? Which resources will be necessary to continue the project? How will the results be used?

Are there any possible synergies/complementarities with other (EU funded) activities that can build on the project results?

Apart from just celebrating and promoting the largest in EU history enlargement in 2024 as a defining moment in recent EU history and exploring how these changes in practice have affected the lives of people in 7 EU countries, the project also has a high sustainability potential and project partners are committed to ensure that. Through a combination of resource planning, proactive partnership building, and strategic use of project results, CAMINO project aims to ensure sustainability and the long-term impact of the project.

The term sustainability indicates programs, initiatives and actions aimed at the preservation of a particular resource and deals with 4 pillars of sustainability: human, social, economic and environmental. Project is in line with two of them.

Human sustainability. Human sustainability aims to maintain and improve the human capital in society. Investments in the education systems, availability of new knowledge and development of new skills are all programs under the umbrella of human sustainability. Life-long-learning course on intercultural communication will be a valuable asset with a wide effect. Apart from being equally accessible to everyone as a knowledge hub on how to better understand each other and how to make co-studying and co-working easier and more effective, it also might have an impact on the research areas of partnering universities. Joint research work is a very important part of modern universities, but due to cultural differences, is not always easy and hinders establishment of Europe-wide consortiums and research excellence. Project will not only develop a course, but will also explore various options on how to make this course available outside the project area. All partnering universities will introduce the course in their extracurriculareducation programs. In Addition to this, UJEP/CZ plan to develop a comprehensive toolkit based on the project's findings and experiences. This toolkit will be freely available for educational institutions, community groups, and other stakeholders interested in promoting European integration, history and values. In addition, the photo competition and exhibition provide a platform for students

to express themselves artistically and share their unique vision of European integration. This empowers young people to actively

participate in shaping their own narrative and contribute to the cultural landscape of Europe. By promoting artistic expression, the exhibition supports the personal and professional development of young artists and fosters their sense of belonging and identity.

Social sustainability. Social sustainability is about identifying and managing impacts, both positive and negative, on people and aims to preserve social capital by investing and creating services that constitute the framework of our society. The concept accommodates a larger view of the world in relation to communities, cultures and globalization. Social sustainability focuses on maintaining and improving social quality with concepts such as social cohesion and the importance of relationships amongst people. Project will contribute to two important aspects of social sustainability - Diversity and inclusion and Democratic participation and empowerment. Elaborated *open course on intercultural communication* will be a working tool for all those who want to take part in democratic development and value relationships among people from various backgrounds, ethnicities, culture etc. Course will be equally accessible for anyone disrespectful of age, gender, nationality or physical inability. Established *Network of European universities*, university culture centers, student unions and other similar units, supporting the participation of university students and employees in different non-formal art and culture education programs and maintaining the presence of amateur arts in university culture life will enhance cultural exchange of its member communities, will celebrate diversity and relationships among people. Documentary film will capture a snapshot of the present moment - 20 years being part of the EU - and will analyze it against expectations in the past and hopes for future. It will serve as lasting visual proof of various generations from the 10 countries that accessed EU in year 2004, that there is a lot to remember and celebrate. The documentary film will also feature the status of Ukraine and the expectations of its citizens regarding their future EU accession. UKBA/SK will distribute the documentary among the universities and schools across Slovakia. Other partners will inform their wider networks about the film and make it available, if interested. UKD/UA will create a plan of work for further cooperation with partner universities. All partners will save all the project materials - student photos, flash mob, social media content etc. for future reference and will use them for education or work in the other projects that can be started with current or other partners.

There are 3 main outputs that will be maintained after the project - *life-long-learning course* on intercultural communication, *Network of European universities*, university culture centers, student unions and other similar units, supporting the participation of university students and employees in different non-formal art and culture education programs and cultural exchange and mobility and the *documentary film*. Course will become part of partnering university extracurricular programs and via online tools (to be explored during the project) also wider to any interested party. Network will function as an information exchange platform helping to socialize and establish future contacts resulting in mobility and other new projects. The Network will give a possibility for its members to share best practice, exchange ideas, and create joint cultural programs or productions and to increase our understanding of European integration, culture, history and values. Network will be widely disseminated and new members will be welcomed to join. Documentary film will be used as a visual material to raise awareness, educate and discuss the importance of preserving national and cultural identity for better, enhanced European integration.

To maintain the project results participating universities will allocate required human and financial resources. There are potential synergies with other EU-funded activities that focus on European integration, intercultural dialogue, and historical awareness. CAMINO project could provide valuable input to these activities, while also benefiting from their experiences and resources. Specifically, CAMINO could complement EU initiatives aimed at promoting civic education, European identity, and intercultural understanding. All CAMINO outputs will be made publicly available.

#§SUS-CON-SC§#

#@WRK-PLA-WP@#

4. WORKPLAN, WORK PACKAGES, ACTIVITIES, RESOURCES AND TIMING

4.1 Work plan

Work plan

Provide a brief description of the overall structure of the work plan (list of work packages or graphical presentation (Pert chart or similar)).

The overall structure of the project Work plan can be summarized in 5 main components:

(1) Development of a **Network of European universities**, university culture centres, student unions and other similar units, supporting the participation of university students and employees in different non-formal art and culture education programmes and maintaining the presence of amateur arts in university culture life. This Network will create a European level benefit by carrying out sustainable, life-long connections of the partnering organisations in the cultural field. The CAMINO project will provide a unique opportunity to establish contacts with universities that have not yet embarked on joint projects, and will give room for the administrative and academic staff and university students to socialize and establish future contacts resulting in mobility and other new projects. The Network will give a possibility for its members to share best practice, exchange ideas, and create joint cultural programs or productions and to increase our understanding of European integration, culture, history and values. A regulatory framework for the Network will be developed, governing the network's activities, decision-making processes, membership criteria, resource sharing and other operational aspects. The regulatory framework will be designed to facilitate effective collaboration, coordination, and mutual benefit among member universities, their culture centres and other units/individuals responsible for the university cultural life, while also ensuring compliance with legal, financial, and quality standards. A Cooperation Memorandum will be signed by the participating universities in a formal Memorandum signing event that will be combined with a partner exchange visit to Riga. Initially the Cooperation Memorandum will be signed by the universities from the project consortium, however, the Network will be designed with the aim to expand also to other EU countries and to develop cooperation not only amongst higher education institutions, but also with other stakeholders from cultural and creative sectors in order to promote a wide range of quality cultural activities and events, open opportunities for all to take part and to create, and strengthen links between culture and education, social affairs, urban policy, research and innovation, focusing on cultural capability as the guiding principle for the Network. A dedicated online platform/digital tool will be developed within the project in order to facilitate centralized communication, resource sharing, event coordination and scheduling, event promotion and attendance, thus ensuring effective cooperation during and beyond the project. The online platform will serve as a sustainable information exchange tool among the Network members, as well as a dissemination tool for information targeted to the local communities of the partner universities and public as such. A platform presentation event will be implemented in order to train its end users.

(2) Organization of an **International Student Photo Competition and Exhibition**, collecting and exhibiting photos that represent the ideas of young people on how EU accession has transformed the life of Europeans from 10 countries who joined EU in 2004, showcasing their identity, talent and creative skills. Through the artistry of students' photographs, the contest will highlight the profound connections, shared values, and cultural exchange that unite nations within the EU. The participants will be encouraged to explore the theme of EU integration from their unique perspectives, capturing images that portray the diverse aspects of this transformative process. Whether depicting moments of cooperation, bridging cultures, or the impact of EU policies on people's lives, each photograph will become a visual narrative and testimony of the interconnectedness and strength of the European community. WP leader UPS/HU has strong working relationships with universities in Malta, Cyprus and Slovenia and will extend this project component to them (even if they are not part of the established project consortium). Thus, the photo competition and exhibition will cover all 10 new member states. Clear rules and guidelines for participation in the Competition will be developed, including eligibility criteria (e.g., student status, age range), submission format (digital file with a "caption" – short text summarizing the underlying idea of the photo), maximum number of entries per participant, technical specifications (e.g., resolution, file format), and any other relevant requirements. A Competition timeline will be created, outlining the contest launch date, submission period, judging period, announcement of winners, and any other associated events or activities. The timeline will provide sufficient time for participants to prepare and submit their entries. University students from all 10 countries that joined the EU in 2004 and Ukraine will be invited to participate. All submitted entries will be uploaded on a dedicated Content Instagram account. Photographers and/or art professionals, as well as academic staff from EU studies will form a panel of judges who will evaluate the submissions based on their technical excellence, composition, creativity, and alignment with the theme.

11 photos (1 from each country that joined the EU in 2004 and 1 photography from Ukraine) will be selected. To display and promote the winning entries an exhibition – a display and an opening of an exhibition (either as framed large-scale posters or in case of outdoor events – outdoor banners) of the winning photographs will be organised during the EU20 Celebration events in partner universities. Each photo at the exhibition will be marked with a QR code, providing access to the Instagram account, where all other submitted entries will be available for viewing. This competition, the Instagram account and the in-situ exhibitions will serve as a platform to celebrate the achievements of the EU and encourage further dialogue on the importance of cultural diversity and collaboration, unity among nations. By sharing their vision, students will contribute to a broader understanding and appreciation of the European integration process, promoting a sense of belonging and shared identity across borders.

(3) Implementation of a set of **Public Events for EU20 Celebration “Europe in Action”** in project partner countries, commemorating the 20th anniversary of EU 2004 accession. The EU20 Celebration events in project partner countries will bring together people from different backgrounds in an inclusive and engaging manner to celebrate their country's EU membership. Each partner university will organize and implement a public event on the day of Europe – 9th of May – vibrant gatherings of project partner country representatives, local communities, university students and staff. These events will be a unique possibility to strengthen the interdisciplinarity of cultural projects by bringing together researchers and scientists from various fields such as history, philosophy, economics, law, communication and political studies, creating a dialogue to analyze, present and discuss the changes that the European integration has brought in comparison to the Soviet Union times. Each partner is responsible for developing a unique, targeted and tailored programme for the celebration, but all programmes will be centered around 3 joint activities

- (1) a solemn moment marking the accession of the project's partner countries to the EU,
- (2) opening of the International Student Photo Competition Exhibition (including awarding of the photo contest winner from the respective country selecting a photo for audience award) and
- (3) a Tele bridge, digitally connecting all the partner universities in a joint flash mob “Ode to Joy”.

Other project partner activities for the day include - live performances of the university amateur music, dance and theatre collectives; thematic theatre improvisation workshops and storytelling events; interactive booths representing different EU countries, showcasing their unique traditions, history, cuisine and customs; cultural workshops such as dance lessons, handicraft demonstrations, language exchange fair; lectures and panel discussions on topics related to EU history, including the benefits of EU accession, cross-cultural collaboration, the impact of EU policies, importance of multilingualism, etc.; other joint activities organised by students themselves, such as, open air picnics, quizzes and sports games. Through these events, the project aims to celebrate the EU integration and its defining achievements from the recent history of Europe, to foster a sense of unity, promote cultural diversity, and strengthen the bonds between our nations, looking back at our country's journey within the EU and embracing the opportunities that lie ahead as we continue to shape our shared future.

(4) Production of a **Documentary Film** on the importance of preserving national and cultural identity for better European integration, the challenges and opportunities created by EU accession, covering testimonies of witnesses from different generations from all 10 countries that accessed the EU in year 2004, as well as from people from Ukraine on their way to full EU membership. One of the project partners is a professional film studio who will be responsible for the production of the documentary that is planned as a 45'-55' film consisting of 11 shorter video clips (covering all 10 countries + Ukraine). The aim of the film is to explore and to raise the awareness of the importance of preserving national and cultural identity for better, enhanced European integration. The film will present personal testimonies from witnesses across the 10 countries that accessed the EU in 2004 and individuals from Ukraine on their path to full EU membership, as well as interviews with young people – our project partner university students – that were already born in EU and do not have personal memories from our shared Soviet past, but have their own views on the challenges and opportunities presented by the EU accession process. The film crew will embark on an extensive exploration of the topic, studying historical documents, academic literature, and conducting interviews with experts in the field of European integration, cultural preservation, and identity studies. This research will serve as the foundation for shaping the narrative and the film script, identifying key themes to be addressed in the film. During the pre-production phase, the logistics of the film production will be thoroughly planned - selected filming locations, obtained necessary permits, and prepared a detailed shooting schedule in the filming countries. The interviewees will be identified from different target groups, generations and gender (including politicians, activists, scholars, artists, and ordinary citizens, thus ensuring a diverse range of perspectives, since the collection of testimonies from witnesses across the 10 countries that accessed the EU in 2004 will be one of the main components of the film. Their experiences, insights, and reflections will provide a comprehensive understanding of the challenges, transformations, and opportunities brought about by EU accession. In addition, the film crew will engage with representatives from non-partnering countries Malta, Cyprus and Slovenia (identified by partners from their networks) in order to represent also their perspective. The crew will also engage with individuals from Ukraine to hear about their thoughts and expectations on the journey towards EU membership. This shall contribute a valuable comparative dimension to the film. To enrich the storytelling, we will incorporate archival footage, photographs, and visual elements that portray significant moments in the history of European integration and cultural preservation will be considered in order to contextualize the testimonies, providing a visual backdrop to the narratives shared by the interviewees. After

recording the necessary material across all partner countries, the post-production and editing of the material will be launched, the footage will be edited, necessary visual and archival content added and carefully created sound design created in order to deliver a seamless and engaging documentary film. Once the documentary film will be completed, a comprehensive promotion and distribution strategy will be devised to ensure maximum outreach and impact. This will include organizing film screenings in partner universities, donating the documentary film DVD to university and school media libraries, as well as leveraging online platforms for distribution. The documentary will be promoted via national EP members and embassies and will be freely available for translation and demonstrating in other than project countries

(5) Development and piloting of a **Lifelong Learning Open course on Intercultural Communication** (hereinafter the course). Intercultural communication plays a crucial role in European integration, promoting cultural diversity, resolving conflicts and facilitating cooperation, overcoming stigma and stereotypes and contributing to social cohesion. The idea is to provide a comprehensive and accessible learning resource for individuals interested in understanding and navigating cultural diversity within the European context in order to effectively exchange information and reach a certain level of understanding between people from different cultural backgrounds. Europe is a diverse continent with numerous countries, languages, and cultures. As a result, intercultural communication plays a vital role in promoting understanding, fostering cooperation, and addressing challenges in various domains, including education, social interaction and artistic expression. The course shall cover such general topics as cultural awareness (to develop cultural sensitivity by exploring the diverse cultural practices, values, beliefs, and communication styles across European countries and thus broader perspective and appreciation for the richness and complexity of European cultures); effective communication (to develop skills necessary to communicate effectively in intercultural setting – verbal and nonverbal communication, cultural norms, etiquette, adapting communication strategies to different cultural contexts within Europe); cross-cultural collaboration (insights into cooperating with individuals/teams from different cultural backgrounds, promoting cohesion in workplace, and managing cultural differences in professional settings such as international projects and student/teaching staff exchange programmes); stereotypes and prejudices (identifying and challenging stereotypes that hinder effective communication and collaboration, fostering understanding and empathy, thus reducing misunderstandings and promoting a more inclusive and tolerant society); global citizenship (in an increasingly interconnected world, intercultural competence is essential for individuals to become global citizens, thus it is necessary to develop intercultural communication skills that can be relevant also in a broader international context). All partner universities will contribute to the course content by engaging experienced and competent academic staff that will prepare the course materials and video lectures. The developed course will be piloted by enrolling students and academic/administrative staff from partner universities. The best IT tools for the development and delivery of online open course will be selected in order to effectively facilitate the content delivery, interaction, and assessment. After piloting, evaluating and adapting the course, all video lectures and materials will be freely available and students, interested in receiving a certificate for the course completion, will have to perform an interactive online practical work. The course will make valuable knowledge accessible to a wide range of learners, regardless of their gender, age, location or financial means. It will allow individuals to study at their own pace, access resources online, and engage in interactive activities that promote practical application of the concepts learned.

The planned work within the project is broken down into 23 Work Packages, where each Work Package corresponds to one event that will be implemented during the project. WP1 - Network platform presentation event. WP2 - Memorandum of Cooperation Signing Ceremony and exchange visit to Riga. WP3 - Student Photo Competition. WP4 – Student Photo exhibition opening in Brussels (EP). WP5 - Europe celebration event in Latvia. WP6 - Europe celebration event in Lithuania. WP7 - Europe celebration event in Estonia. WP8 - Europe celebration event in Poland. WP9 - Europe celebration event in Czech Republic. WP10 - Europe celebration event in Slovakia. WP11 - Europe celebration event in Hungary. WP12 - Europe celebration event for Ukraine. WP13 - Europe celebration tele bridge. EU20 flash mob “Ode to Joy”. WP14 – Documentary film production and screening in UL/LV. WP15 - Film screening in VU/LT. WP16 - Film screening in UT/EE. WP17 - Film screening in UO/PL. WP18 - Film screening in UJEP/CZ. WP19 - Film screening in UKBA/SK. WP20 - Film screening in UPS/HU. WP21 - Film screening for UKD/UA. WP22 - Presentation of the Lifelong Learning Open Course on Intercultural Communication. WP23 - Piloting of the Lifelong Learning Open Course on Intercultural Communication.

Staff effort (n/a for Lump Sum Grants)

Staff effort per work package						
<i>Fill in the summary on work package information and effort per work package. Make sure the figures are consistent with the section estimated budget from each work package (if applicable). There is no automatic reconciliation function across the different tables within this document.</i>						
Work Package No	Work Package Title	Lead Participant No	Lead Participant Short Name	Start Month	End Month	Person-Months
1	N/A					
2						
3						
					Total Person-Months	

Staff effort per participant				
<i>Fill in the effort per work package and Beneficiary/Affiliated Entity. Please indicate the number of person/months over the whole duration of the planned work. Make sure the figures are consistent with the section estimated budget from each work package (if applicable). There is no automatic reconciliation function across the different tables within this document. Identify the work-package leader for each work package by showing the relevant person/month figure in bold.</i>				
Participant	WP1	WP2	WP...	Total Person-Months
[name]	N/A			
[name]				
Total Person-Months				

Subcontracting (n/a for prefixed Lump Sum Grants)

Subcontracting						
<i>Give details on subcontracted project tasks (if any) and explain the reasons why (as opposed to direct implementation by the Beneficiaries/Affiliated Entities). Subcontracting — Subcontracting means the implementation of ‘action tasks’, i.e. specific tasks which are part of the EU grant and are described in Annex 1 of the Grant Agreement. Note: Subcontracting concerns the outsourcing of a part of the project to a party outside the consortium. It is not simply about purchasing goods or services. We normally expect that the participants have sufficient operational capacity to implement the project activities themselves. Subcontracting should therefore be exceptional. Include only subcontracts that comply with the rules (i.e. best value for money and no conflict of interest; no subcontracting of coordinator tasks). Make sure that subcontractors are aware of the principles of gender mainstreaming and non-discrimination mainstreaming.</i>						
Work Package No	Subcontract No (continuous numbering linked to WP)	Subcontract Name (subcontracted action tasks)	Description (including task number and BEN/AE to which it is linked)	Estimated Costs (EUR)	Justification (why is subcontracting necessary?)	Best-Value-for-Money (how do you intend to ensure it?)
	S1.1					
	S1.2					
Other issues: <i>If subcontracting for the project goes beyond 30% of the total eligible costs, give specific reasons.</i>			N/A			

Timetable

Timetable (projects up to 2 years)

Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary.

Note: Use the project month numbers instead of calendar months. Month 1 marks always the start of the project. In the timeline you should indicate the timing of each activity per WP.

ACTIVITY	MONTHS																							
	M 1	M 2	M 3	M 4	M 5	M 6	M 7	M 8	M 9	M 10	M 11	M 12	M 13	M 14	M 15	M 16	M 17	M 18	M 19	M 20	M 21	M 22	M 23	M 24
Task 1.1 – 1.4	X	X	X	X																				
Task 1.5 – 1.6				X																				
Task 1.7				X																				
Task 2.1		X	X	X																				
Task 2.2 – 2.3			X	X																				
Task 2.4				X																				
Task 3.1 – 3.2		X																						
Task 3.3			X																					
Task 3.4				X																				
Task 4.1 – 4.2		X	X	X																				
Task 4.3				X																				
Task 5.1 – 5.2		X	X																					
Task 5.3				X																				
Task 6.1 – 6.2		X	X																					
Task 6.3				X																				
Task 7.1 – 7.2		X	X																					
Task 7.3				X																				
Task 8.1 – 8.2		X	X																					
Task 8.3				X																				
Task 9.1 – 9.2		X	X																					
Task 9.3				X																				
Task 10.1 – 10.2		X	X																					
Task 10.3				X																				
Task 11.1 – 11.2		X	X																					
Task 11.3				X																				
Task 12.1 – 12.2		X	X																					
Task 12.3				X																				

	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	
Task 1.1 - ...																									
Task 1.2 - ...																									
Task ...																									

#@ETH-ICS-EI@#

5. OTHER

5.1 Ethics and EU values

Ethics and EU values

Describe ethics issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.

Describe how you will ensure gender and non-discrimination mainstreaming in the project cycle. This means integrating gender equality and non-discrimination considerations in the design, implementation, monitoring and evaluation of project activities. Projects activities should be pro-active and contribute to the equal empowerment of women and men, girls and boys, in all their diversity, and ensure that they achieve their full potential, enjoy the same rights and opportunities. Gender and non-discrimination mainstreaming are a key mechanism for achieving gender equality and combating multiple and intersecting discrimination. In the delivery of project activities gender mainstreaming shall be ensured by systematically monitoring access, participation, and benefits among different genders, and by incorporating remedial action that redresses any gender inequalities and discriminatory effects in implementation of planned activities. The activities shall also seek to reduce levels of discrimination suffered by particular groups (as well as those at risk of multiple discrimination) and to improve equality outcomes for individuals.

If your project has a direct or indirect impact on children and their rights, indicate it clearly here. Make sure that your project is based on a child rights approach, i.e. that all the rights of the EU Charter of Fundamental Rights and the United Nations Convention on the Rights of the Child (UNCRC) and the Optional protocols, are promoted, respected, protected and fulfilled. The project should address children as rights holders and should ensure their participation in the design and implementation of the project. If you will have direct contacts with children you will have to provide a child protection policies in line with the [Keeping Children Safe Child Safeguarding Standards](#).

Explain how you intend to address privacy/data protection issues related to data collection, analysis and dissemination.

Outline measures to be taken and the policies in place to guarantee full compliance with the EU values mentioned in Article 2 of the Treaty on the European Union and Article 21 of the EU Charter of Fundamental Rights.

PMG believes that no ethical issues can arise during the CAMINO project's implementation, as it is intended to adhere to the highest ethical standards established by the applicable national laws of EU members, EU regional law, and international law. A proactive approach, centered on fostering inclusivity and equality has been adopted already at the project planning stage. Ethical considerations will be considered by all project participants and monitored by the project coordinator as part of the project's overall management. Project staff and experts will be required to sign contracts that include terms regarding ethical standards and legal and employment sanctions for non-compliance. Each one of the parties concerned will be handled with decent behavior.

CAMINO project partners are taking into account their countries' national policy legislation instruments, and all universities have been implementing institutional Gender Equality Plans (GEPs) that were created to promote gender equality and non-discrimination mainstreaming in accordance with the European Institute for Gender Equality (EIGE) and Gender Mainstreaming Toolkit for maintaining all types of equality processes in policy and daily activities since year 2022. The project consortium guarantees that the methods utilized in project design and implementation will not result in discriminatory or stigmatizing practices.

CAMINO project respects EU values and ethical principles based on Article 2 of the Treaty on the European Union, which states that the values are common for a society in which pluralism, non-discrimination, tolerance, justice, solidarity, and equality between women and men prevail, and Article 21 of the EU Charter of Fundamental Rights, which prohibits discrimination based on sex, race, color, ethnic or social origin, genetic features, language, religion, or any other factor.

The primary focus of the project's activities is on people from various target groups and genders, including, whenever possible, those who confront racism, antisemitism, antigypsyism, or other forms of discrimination and intolerance. An overarching goal of the CAMINO is to highlight the role, representation, and perspective of women in these significant historical events and developments to promote a more gender-balanced and gender-sensitive understanding of history across all priorities. The anti-discrimination policy will be accessible online and transparent to all parties who interact with consortium partners. **In the delivery of project activities gender mainstreaming will be ensured by systematically monitoring equal possibilities to access project information, equal possibilities to participation, and equal potential to benefit from the project activities among genders, and by incorporating remedial action that redresses any gender inequalities and discriminatory effects in implementation of planned activities.** Gender and non-discrimination concerns are included into all working packages, with the goal of achieving gender-balanced participation in project partners' teams and activities. It provides detailed information regarding the recruitment of staff, including trainees and volunteers, as well as background checks (vetting). The activities include explicit procedures and rules for project staff, including reporting requirements, as well as opportunities for continuous training. Individual data collected by beneficiaries is split down by gender, age, or disabilities.

The project CDP intends to create and carry out activities in a gender-sensitive manner, notably via the use of gender-sensitive terminology. Monitoring and evaluation activities are created and performed in the same manner - the project includes a gender perspective across all high-quality activities.

Each consortium partner complies with the applicable EU framework and EU Member State laws when it comes to data protection. All data processing, including data collection, analysis, and dissemination, will be done in accordance with the General Data Protection Regulation (GDPR) rules and largely on the agreement of the data subjects, especially with respect to the data of attendees of the events. CAMINO participants engaged in the project will be recognized by an arbitrary and unique code to satisfy the need that the data acquired inside the project be anonymized. Under strong security procedures, an identity file that links codes

and participants will be safely preserved. The participants will be provided information on data anonymization, as well as who may access the data and why. In this regard, the participant will be informed about the security measures put in place to safeguard privacy and data, as well as the possible advantages and threats (if any). Before participants provide their permission, the data gathering methodologies will be described to them. Based on the signed Grant Agreement, data will be shared with the European Commission. Data that is not essential for the project will not be collected.

Summing it up, to ensure full compliance with the EU values mentioned in Article 2 of the Treaty on the European Union and Article 21 of the EU Charter of Fundamental Rights, CAMINO project will implement several measures and policies:

- **Legal Compliance:** all activities of the project will adhere to the relevant EU laws, regulations, and directives. Mechanisms to monitor and track any changes in EU laws that may affect the project will be developed and employed.
- **Human Rights Assessment:** human rights impact assessment will be performed to identify potential risks and impacts on fundamental rights throughout the project's lifecycle. Any identified risks will be inserted in the Risk Log and mitigated by implementing appropriate safeguards.
- **Non-Discrimination:** a general policy that prohibits any form of discrimination, including discrimination based on gender, race, ethnicity, religion, sexual orientation, or disability, will be enforced. Within the project team, diversity and inclusion will be promoted and equal opportunities for all stakeholders will be ensured. Measures to address any instances of discrimination that may arise during project implementation will be adhered.
- **Freedom of Expression and Information:** freedom of expression and information within the project's scope will be protected and promoted. Transparent communication channels will be established that enable stakeholders to express their views, provide feedback, and access project information. The right to privacy and data protection will be respected, ensuring compliance with relevant EU regulations, such as the General Data Protection Regulation (GDPR).
- **Rule of Law and Democracy:** the principles of the rule of law and democracy within the project's operations will be upheld. Transparency, accountability, and participation in decision-making processes will be fostered. All project activities will align with democratic principles and respect the independence of institutions and democratic processes.
- **Sustainability and Environmental Protection:** sustainable practices into the project's implementation and monitoring will be integrated. Where possible, protection of natural resources and energy efficiency will be promoted and the project's carbon footprint will be minimized.
- The main mechanism to monitor and evaluate the project's compliance with EU values include are regular PMG meetings and reports on the project's performance, including its adherence to fundamental rights and EU principles. If necessary, project will consult its legal expert and engage with relevant stakeholders to ensure comprehensive compliance with EU laws.

Project does not plan to involve children and as such will not have any direct or indirect impact on children and their rights.


#§ETH-ICS-EI\$# #@SEC-URI-SU@#

5.2 Security

Security
Not applicable.

#§SEC-URI-SU\$# #@DEC-LAR-DL@#

6. DECLARATIONS

Double funding	
Information concerning other EU grants for this project	YES/NO
 Please note that there is a strict prohibition of double funding from the EU budget (except under EU Synergies actions).	
We confirm that to our best knowledge neither the project as a whole nor any parts of it have benefitted from any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.	YES
We confirm that to our best knowledge neither the project as a whole nor any parts of it are (nor will be) submitted for any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.	YES

Financial support to third parties (if applicable)
<i>If in your project the maximum amount per third party will be more than the threshold amount set in the Call document, justify and explain why the higher amount is necessary in order to fulfil your project's objectives.</i>
N/A

#§DEC-LAR-DL\$#

LIST OF ANNEXES

Standard

Detailed budget table/Calculator (annex 1 to Part B) — *mandatory for Lump Sum Grants (see [Portal Reference Documents](#))*

CVs (annex 2 to Part B) — *mandatory, if required in the Call document*

Annual activity reports (annex 3 to Part B) — *mandatory, if required in the Call document*

List of previous projects (annex 4 to Part B) — *mandatory, if required in the Call document*

Special

Other annexes (annex 5 to Part B) — *mandatory, if required in the Call document*

LIST OF PREVIOUS PROJECTS

List of previous projects					
<i>Please provide a list of your previous projects for the last 4 years.</i>					
Participant	Project Reference No and Title, Funding programme	Period (start and end date)	Role (COO, BEN, AE, OTHER)	Amount (EUR)	Website (if any)
[name]					
[name]					

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	01.04.2021	Initial version (new MFF).
2.0	01.06.2022	Consolidation, formatting and layout changes. Tags added.
	10.01.2024	Clarification on the involvement of children on page 31. Section 5.1. Ethics and values
	10.01.2024	Clarification on the gender equity on page 30. Section 5.1. Ethics and values
	15.01.2024	Upon the request from the EC added a new milestone survey
	22.02.2024	Added EDS for each WP
	19.02.2024	Changes in consortium: UA as main partner removed and added as associated partner
	20.02.2024	Time plan changed
	23.02.2024	Added info in EDS for Deliverables

Project title:
 Associated with document Ref. Area(2024)1447293 - 26/02/2024

Twenty years of cultural enrichment in reunified Europe

Event (Work Package) Number	Event type: in situ OR online (<i>manual input</i>)	Number of countries (<i>manual input</i>)	Number of participants (<i>manual input</i>)	Lump sums (EUR) (<i>automatic</i>)
1	Online	7-9	101-200	EUR 18,355
2	In_situ	7-9	76/100	EUR 23,785
3	Online	10-12	>300	EUR 24,530
4	In_situ	7-9	51/75	EUR 21,145
5	In_situ	7-9	101/125	EUR 26,430
6	In_situ	7-9	201/225	EUR 37,000
7	In_situ	7-9	101/125	EUR 26,430
8	In_situ	7-9	101/125	EUR 26,430
9	In_situ	7-9	101/125	EUR 26,430
10	In_situ	7-9	151/175	EUR 31,715
11	In_situ	7-9	201/225	EUR 37,000
12	In_situ	7-9	101/125	EUR 26,430
13	Online	7-9	>300	EUR 21,890
14	In_situ	7-9	101/125	EUR 26,430
15	In_situ	7-9	101/125	EUR 26,430
16	In_situ	7-9	101/125	EUR 26,430
17	In_situ	7-9	101/125	EUR 26,430
18	In_situ	7-9	101/125	EUR 26,430
19	In_situ	7-9	101/125	EUR 26,430
20	In_situ	7-9	101/125	EUR 26,430
21	In_situ	7-9	101/125	EUR 26,430
22	Online	7-9	201-300	EUR 20,925
23	Online	7-9	101-200	EUR 18,355
24				EUR 0
25				EUR 0

TOTAL AMOUNT

EUR 598 290

ANNEX 2

ESTIMATED BUDGET (LUMP SUM BREAKDOWN) FOR THE ACTION

Estimated EU contribution											
Estimated eligible lump sum contributions (per work package)											Maximum grant amount ¹
Forms of funding	WP1 Network platform presentation event	WP2 Memorandum of Cooperation Signing Ceremony and exchange visit to Riga	WP3 Student Photo Competition	WP4 Student Photo exhibition opening in Brussels (EP)	WP5 Europe celebration event in Latvia	WP6 Europe celebration event in Lithuania	WP7 Europe celebration event in Estonia	WP8 Europe celebration event in Poland	WP9 Europe celebration event in Czech Republic	WP10 Europe celebration event in Slovakia	
	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	
	a	b	c	d	e	f	g	h	i	j	$x = a + b + c + d + e + f + g + h + i + j + k + l + m + n + o + p + q + r + s + t + u + v + w$
1 - LU	11 125.00	9 581.00	8 712.00	9 553.00	26 430.00	10 353.00	8 183.00	1 903.00	6 783.00	11 978.00	209 290.00
2 - UO	1 205.00	2 034.00	1 803.00	1 932.00	0.00	0.00	0.00	24 527.00	0.00	0.00	51 000.00
3 - VU	1 205.00	4 034.00	1 803.00	1 932.00	0.00	26 647.00	0.00	0.00	0.00	0.00	50 000.00
4 - Very films	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	115 000.00
5 - UKBA	1 205.00	2 034.00	1 803.00	1 932.00	0.00	0.00	0.00	0.00	0.00	19 737.00	41 000.00
6 - UPS	1 205.00	2 034.00	6 803.00	1 932.00	0.00	0.00	0.00	0.00	0.00	0.00	51 000.00
7 - UJEP	1 205.00	2 034.00	1 803.00	1 932.00	0.00	0.00	0.00	0.00	19 647.00	0.00	41 000.00
8 - UT	1 205.00	2 034.00	1 803.00	1 932.00	0.00	0.00	18 247.00	0.00	0.00	0.00	40 000.00
9 - UKD											
Σ consortium	18 355.00	23 785.00	24 530.00	21 145.00	26 430.00	37 000.00	26 430.00	26 430.00	26 430.00	31 715.00	598 290.00

Estimated EU contribution											
Estimated eligible lump sum contributions (per work package)											Maximum grant amount ¹
	WP11 Europe celebration event in Hungary	WP12 Europe celebration event for Ukraine	WP13 Europe celebration tele bridge: EU20 flash mob “Ode to Joy”	WP14 Documentary film production and screening in UL	WP15 Documentary film screening in VU	WP16 Documentary film screening in UT	WP17 Documentary film screening in UO	WP18 Documentary film screening in UJEP	WP19 Documentary film screening in UKBA	WP20 Documentary film screening in UPS	
Forms of funding	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	
	k	l	m	n	o	p	q	r	s	t	$x = a + b + c + d + e + f + g + h + i + j + k + l + m + n + o + p + q + r + s + t + u + v + w$
1 - LU	14 730.00	26 430.00	19 423.00	8 755.00	975.00	484.00	21.00	975.00	975.00	975.00	209 290.00
2 - UO	0.00	0.00	0.00	550.00	0.00	0.00	12 034.00	0.00	0.00	0.00	51 000.00
3 - VU	0.00	0.00	0.00	550.00	11 080.00	0.00	0.00	0.00	0.00	0.00	50 000.00
4 - Very films	0.00	0.00	0.00	14 375.00	14 375.00	14 375.00	14 375.00	14 375.00	14 375.00	14 375.00	115 000.00
5 - UKBA	0.00	0.00	0.00	550.00	0.00	0.00	0.00	0.00	11 080.00	0.00	41 000.00
6 - UPS	22 270.00	0.00	2 467.00	550.00	0.00	0.00	0.00	0.00	0.00	11 080.00	51 000.00
7 - UJEP	0.00	0.00	0.00	550.00	0.00	0.00	0.00	11 080.00	0.00	0.00	41 000.00
8 - UT	0.00	0.00	0.00	550.00	0.00	11 571.00	0.00	0.00	0.00	0.00	40 000.00
9 - UKD											
Σ consortium	37 000.00	26 430.00	21 890.00	26 430.00	26 430.00	26 430.00	26 430.00	26 430.00	26 430.00	26 430.00	598 290.00

Forms of funding	Estimated EU contribution				Maximum grant amount ¹ x = a + b + c + d + e + f + g + h + i + j + k + l + m + n + o + p + q + r + s + t + u + v + w
	Estimated eligible lump sum contributions (per work package)				
	WP21 Documentary film screening for UA	WP22 Development and presentation of the Lifelong Learning Open Course on Intercultural Communication	WP23 Piloting of the Lifelong Learning Open Course on Intercultural Communication		
	Lump sum contribution	Lump sum contribution	Lump sum contribution		
	u	v	w		
1 - LU	12 055.00	10 358.00	8 533.00	209 290.00	
2 - UO	0.00	3 115.00	3 800.00	51 000.00	
3 - VU	0.00	1 545.00	1 204.00	50 000.00	
4 - Very films	14 375.00	0.00	0.00	115 000.00	
5 - UKBA	0.00	1 454.00	1 205.00	41 000.00	
6 - UPS	0.00	1 454.00	1 205.00	51 000.00	
7 - UJEP	0.00	1 545.00	1 204.00	41 000.00	
8 - UT	0.00	1 454.00	1 204.00	40 000.00	
9 - UKD					
Σ consortium	26 430.00	20 925.00	18 355.00	598 290.00	

¹ The 'maximum grant amount' is the maximum grant amount fixed in the grant agreement (on the basis of the sum of the beneficiaries' lump sum shares for the work packages).

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

UNIWERSYTET OPOLSKI (UO), PIC 996872396, established in PL MIKOLAJA KOPERNIKA 11A, OPOLE 45 040, Poland,

hereby agrees

to become beneficiary

in Agreement No 101143824 — CAMINO ('the Agreement')

between LATVIJAS UNIVERSITATE (LU) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

VILNIAUS UNIVERSITETAS (VU), PIC 999893170, established in UNIVERSITETO G. 3, VILNIUS 01513, Lithuania,

hereby agrees

to become beneficiary

in Agreement No 101143824 — CAMINO ('the Agreement')

between LATVIJAS UNIVERSITATE (LU) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

SIA VERY (Very films), PIC 881827001, established in TERBATAS STREET 53-5, RIGA LV-1011, Latvia,

hereby agrees

to become beneficiary

in Agreement No 101143824 — CAMINO ('the Agreement')

between LATVIJAS UNIVERSITATE (LU) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

UNIVERZITA KOMENSKEHO V BRATISLAVE (UKBA), PIC 999841566, established in SAFARIKOVO NAM 6, BRATISLAVA 814 99, Slovakia,

hereby agrees

to become beneficiary

in Agreement No 101143824 — CAMINO ('the Agreement')

between LATVIJAS UNIVERSITATE (LU) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

NEMZETI KOZSZOLGALATI EGYETEM (UPS), PIC 943340812, established in LUDOVIKATER 2, BUDAPEST 1083, Hungary,

hereby agrees

to become beneficiary

in Agreement No 101143824 — CAMINO ('the Agreement')

between LATVIJAS UNIVERSITATE (LU) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

UNIVERZITA JANA EVANGELISTY PURKYNE V USTI NAD LABEM (UJEP), PIC 973510431, established in PASTEUROVA 3544/1, USTI NAD LABEM 400 96, Czechia,

hereby agrees

to become beneficiary

in Agreement No 101143824 — CAMINO ('the Agreement')

between LATVIJAS UNIVERSITATE (LU) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

TARTU ULIKOOL (UT), PIC 999895013, established in ULIKOOLI 18, TARTU 50090, Estonia,

hereby agrees

to become beneficiary

in Agreement No 101143824 — CAMINO ('the Agreement')

between LATVIJAS UNIVERSITATE (LU) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

FINANCIAL STATEMENT FOR THE ACTION FOR REPORTING PERIOD [NUMBER]

EU contribution												
Eligible lump sum contributions (per work package)												Requested EU contribution
WP1 [name]	WP2 [name]	WP3 [name]	WP4 [name]	WP5 [name]	WP6 [name]	WP7 [name]	WP8 [name]	WP9 [name]	WP10 [name]	WP [XX]		
[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	
Forms of funding												
Status of completion	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	PARTIALLY COMPLETED	PARTIALLY COMPLETED	COMPLETED	NOT COMPLETED	
	a	b	c	d	e	f	g	h	i	j	k	$l = a + b + c + d + e + f + g + h + i + j + k$
1 – [short name beneficiary]												
1.1 – [short name affiliated entity]												
2 – [short name beneficiary]												
2.1 – [short name affiliated entity]												
X – [short name associated partner]												
Total consortium												

The consortium hereby confirms that:

The information provided is complete, reliable and true.

The lump sum contributions declared are eligible (in particular, the work packages have been completed and the work has been properly implemented and/or the results were achieved; see Article 6).

The proper implementation of the action/achievement of the results can be substantiated by adequate records and supporting documentation that will be produced upon request or in the context of checks, reviews, audits and investigations (see Articles 19, 21 and 25).

ANNEX 5

SPECIFIC RULES

INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS — ACCESS RIGHTS AND RIGHTS OF USE (— ARTICLE 16)

Rights of use of the granting authority on results for information, communication, dissemination and publicity purposes

The granting authority also has the right to exploit non-sensitive results of the action for information, communication, dissemination and publicity purposes, using any of the following modes:

- **use for its own purposes** (in particular, making them available to persons working for the granting authority or any other EU service (including institutions, bodies, offices, agencies, etc.) or EU Member State institution or body; copying or reproducing them in whole or in part, in unlimited numbers; and communication through press information services)
- **distribution to the public** in hard copies, in electronic or digital format, on the internet including social networks, as a downloadable or non-downloadable file
- **editing** or **redrafting** (including shortening, summarising, changing, correcting, cutting, inserting elements (e.g. meta-data, legends or other graphic, visual, audio or text elements extracting parts (e.g. audio or video files), dividing into parts or use in a compilation
- **translation** (including inserting subtitles/dubbing) in all official languages of EU
- **storage** in paper, electronic or other form
- **archiving** in line with applicable document-management rules
- the right to authorise **third parties** to act on its behalf or sub-license to third parties, including if there is licensed background, any of the rights or modes of exploitation set out in this provision
- **processing**, analysing, aggregating the results and **producing derivative works**
- **disseminating** the results in widely accessible databases or indexes (such as through ‘open access’ or ‘open data’ portals or similar repositories, whether free of charge or not.

The beneficiaries must ensure these rights of use for the whole duration they are protected by industrial or intellectual property rights.

If results are subject to moral rights or third party rights (including intellectual property rights or rights of natural persons on their image and voice), the beneficiaries must ensure that they

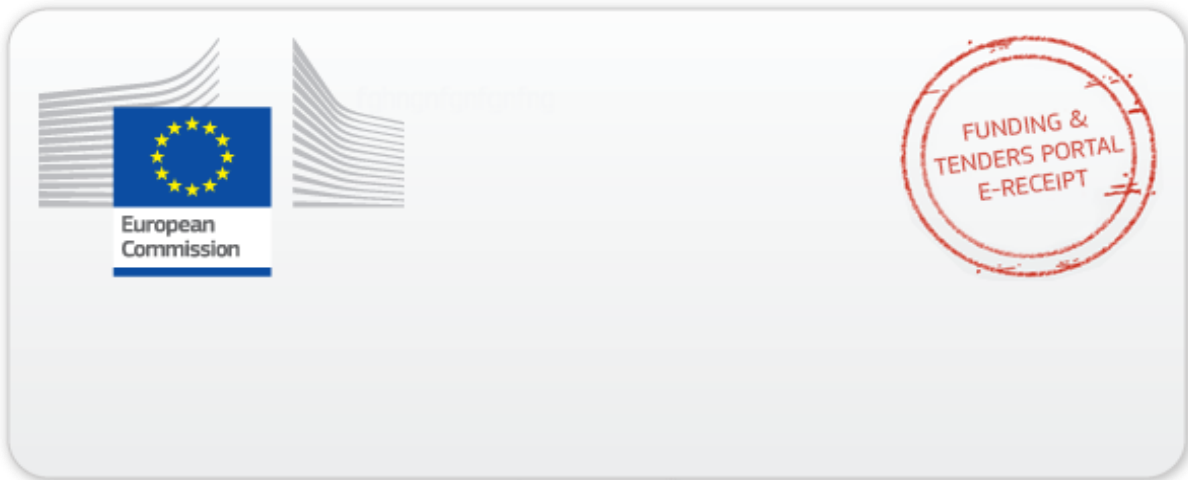
comply with their obligations under this Agreement (in particular, by obtaining the necessary licences and authorisations from the rights holders concerned).

COMMUNICATION, DISSEMINATION AND VISIBILITY (— ARTICLE 17)

Additional communication and dissemination activities

The beneficiaries must engage in the following additional communication and dissemination activities:

- present the project (including project summary, coordinator contact details, list of participants, European flag and funding statement and project results) on the beneficiaries' websites or social media accounts
- for actions involving **publications**, mention the action and the European flag and funding statement on the cover or the first pages following the editor's mention
- for actions involving public **events**, display signs and posters mentioning the action and the European flag and funding statement
- upload the public **project results** to the Rights and Values Project Results platform, available through the Funding & Tenders Portal.



This electronic receipt is a digitally signed version of the document submitted by your organisation. Both the content of the document and a set of metadata have been digitally sealed.

This digital signature mechanism, using a public-private key pair mechanism, uniquely binds this eReceipt to the modules of the Funding & Tenders Portal of the European Commission, to the transaction for which it was generated and ensures its full integrity. Therefore a complete digitally signed trail of the transaction is available both for your organisation and for the issuer of the eReceipt.

Any attempt to modify the content will lead to a break of the integrity of the electronic signature, which can be verified at any time by clicking on the eReceipt validation symbol.

More info about eReceipts can be found in the FAQ page of the Funding & Tenders Portal.

<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/support/faq>