



EUROPEAN EDUCATION AND CULTURE EXECUTIVE AGENCY (EACEA)

EACEA.A – Erasmus+, EU Solidarity Corps
A.1 – European Higher Education

GRANT AGREEMENT

Project 101047686 — bEU

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':

NEMZETI KOZSZOLGALATI EGYETEM (NKE), PIC 943340812, established in LUDOVIKA TER 2, BUDAPEST 1083, Hungary,

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.....	17
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.....	21
ARTICLE 11 — PROPER IMPLEMENTATION OF THE ACTION.....	21
11.1 Obligation to properly implement the action.....	21
11.2 Consequences of non-compliance.....	21
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.....	23
14.1 Ethics.....	23
14.2 Values.....	23
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.....	25
16.4 Specific rules on IPR, results and background.....	26
16.5 Consequences of non-compliance.....	26
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
18.1	Specific rules for carrying out the action.....	28
18.2	Consequences of non-compliance.....	28
SECTION 3 GRANT ADMINISTRATION.....		28
ARTICLE 19 — GENERAL INFORMATION OBLIGATIONS.....		28
19.1	Information requests.....	28
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.....	31
22.2	Recoveries.....	32
22.3	Amounts due.....	32
22.4	Enforced recovery.....	37
22.5	Consequences of non-compliance.....	37
ARTICLE 23 — GUARANTEES.....		38
23.1	Prefinancing guarantee.....	38
23.2	Consequences of non-compliance.....	38
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.....	40
25.4	OLAF, EPPO and ECA audits and investigations.....	40

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.....	42
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.....		43
28.1	Conditions.....	43
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.....	45
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.....	48
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.....		53
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..... 57

 43.1 Applicable law..... 57

 43.2 Dispute settlement..... 58

ARTICLE 44 — ENTRY INTO FORCE..... 58

DATA SHEET**1. General data**

Project summary:

Project summary
Democracies worldwide face challenges that affect the future of the EU. De-democratisation and democratic backsliding are noticeable trends. Referring to the priorities of the European Commission, the European Democracy Action Plan and the Conference on the future of Europe initiative, I intend to foster civic engagement and political participation of European citizens. My aim is to generate debate and dialogue in the academic sphere and beyond on policy issues that are of most relevance for citizens, especially the youth. With the firm belief that European citizens shall be regarded as the most important actors in the EU's political system, as a JM Chair I wish to approach resilience from the perspective of the individuals. My activities will focus on four target groups: 1) University students in Hungary and in Erasmus+ partner countries including students enrolled in other than EU studies 2) high school students in disadvantaged regions of the country and beyond 3) opinion leaders, influencers and the media and 4) civil servants and young professionals. The activities of the JM Chair are built around two specific objectives: (a) implementing excellent teaching, research and training in the field of EU Studies and (b) promoting debate on the future of EU related issues among university and high school students nationwide and internationally. Innovative curriculum development with interactive, debate generating methodology, supervision of PhD students, publications in peer-reviewed journals, development of a 'bEU' digital platform, organising events and reaching out to a wider public through social media are all among the expected deliverables of the three-year long JM Chair project. Effective implementation of the tasks will be guaranteed by the Chair (a full professor with extensive research and publication record and head of the Department of European Studies at NKE), a senior and a junior member of the academic team and an experienced project manager.

Keywords: not defined

Project number: 101047686

Project name: Fostering EU resilience through European identity building

Project acronym: bEU

Call: ERASMUS-JMO-2021-HEI-TCH-RSCH

Topic: ERASMUS-JMO-2021-CHAIR

Type of action: ERASMUS Lump Sum Grants

Granting authority: European Education and Culture Executive Agency

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

Project starting date: fixed date: 1 December 2021

Project end date: starting date + months of duration

Project duration: 36 months

Consortium agreement: No

2. Participants**List of participants:**

N°	Role	Short name	Legal name	Ctry	PIC	Max grant amount
1	COO	NKE	NEMZETI KOZSZOLGALATI EGYETEM	HU	943340812	34 000.00
Total						34 000.00

Coordinator:

– NEMZETI KOZSZOLGALATI EGYETEM (NKE)

3. Grant

Maximum grant amount, total estimated eligible costs and contributions and funding rate:

Maximum grant amount (Annex 2)	Maximum grant amount (award decision)
34 000.00	34 000.00

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	36	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)	23 800.00	n/a	1 - NKE	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:

HU71100048851000201000800934

Conversion into euros: n/a

Reporting language: Language of the Agreement

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 **101047686 — bEU** ('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

Not applicable

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).

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 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.).

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).

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).

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

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

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).

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).

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.

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).

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

18.1 Specific rules for carrying out the action

Specific rules for implementing the action (if any) are set out in Annex 5.

18.2 Consequences of non-compliance

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

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

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:

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

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.

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

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).

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 29) 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.

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.

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.

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

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 2185/1996 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).

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 41 (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 41 (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 41 (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 41 (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).

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).

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).

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.

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

‘Days’ means calendar days, not working days.

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).

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



Erasmus+ Programme (ERASMUS)

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:	101047686
Project name:	Fostering EU resilience through European identity building
Project acronym:	bEU
Call:	ERASMUS-JMO-2021-HEI-TCH-RSCH
Topic:	ERASMUS-JMO-2021-CHAIR
Type of action:	ERASMUS-LS
Service:	EACEA/A/01
Project starting date:	fixed date: 1 December 2021
Project duration:	36 months

TABLE OF CONTENTS

Project summary	3
List of participants	3
List of work packages	4
Staff effort	6
List of deliverables	7
List of milestones (outputs/outcomes)	10
List of critical risks	10

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.

Democracies worldwide face challenges that affect the future of the EU. De-democratisation and democratic backsliding are noticeable trends. Referring to the priorities of the European Commission, the European Democracy Action Plan and the Conference on the future of Europe initiative, I intend to foster civic engagement and political participation of European citizens.

My aim is to generate debate and dialogue in the academic sphere and beyond on policy issues that are of most relevance for citizens, especially the youth. With the firm belief that European citizens shall be regarded as the most important actors in the EU's political system, as a JM Chair I wish to approach resilience from the perspective of the individuals.

My activities will focus on four target groups: 1) University students in Hungary and in Erasmus+ partner countries including students enrolled in other than EU studies 2) high school students in disadvantaged regions of the country and beyond 3) opinion leaders, influencers and the media and 4) civil servants and young professionals.

The activities of the JM Chair are built around two specific objectives: (a) implementing excellent teaching, research and training in the field of EU Studies and (b) promoting debate on the future of EU related issues among university and high school students nationwide and internationally.

Innovative curriculum development with interactive, debate generating methodology, supervision of PhD students, publications in peer-reviewed journals, development of a 'bEU' digital platform, organising events and reaching out to a wider public through social media are all among the expected deliverables of the three-year long JM Chair project.

Effective implementation of the tasks will be guaranteed by the Chair (a full professor with extensive research and publication record and head of the Department of European Studies at NKE), a senior and a junior member of the academic team and an experienced project manager.

LIST OF PARTICIPANTS

PARTICIPANTS

Grant Preparation (Beneficiaries screen) — Enter the info.

Number	Role	Short name	Legal name	Country	PIC
1	COO	NKE	NEMZETI KOZSZOLGALATI EGYETEM	HU	943340812

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	Deliverable No(s)
WP1	bEU	1-NKE	100.00	1	36	D1.2, D1.4, D1.5, D1.1, D1.3

Work package WP1 – bEU

Work Package Number	WP1	Lead Beneficiary	1. NKE
Work Package Name	bEU		
Start Month	1	End Month	36

Objectives

1. Implementing excellent teaching, research and training in the field of EU Studies and beyond
2. Promoting debate on future of EU related issues among university students and high school students nationwide and internationally; building a vibrant and inclusive network for Europe


Description

1. Implementing excellent teaching, research and training in the field of EU Studies and beyond:
 - Developing and offering practice-oriented, interactive courses;
 - o “Smart resilience strategies in the EU” (MA course)
 - o “Activating European citizens – EU narratives and identity” (MA course)
 - o “Vectors of the differentiated integration in the EU” (multimedia training course)
 - Motivating students for innovation, idea-generation and strategic way of thinking in order to answer the current EU challenges;
 - Training and mentoring young scholars, teachers and PhD students;
 - Implementing new methodology in teaching, including Open Educational Resources (e.g. YouTube webinars, Moodle e-learning packages);
 - Providing teaching and training to non-EU studies students such as engineer, law enforcement, military sciences students of NKE;
 - Publishing widely on EU related issues in peer-reviewed journals and books.
2. Promoting debate on future of EU related issues among university students and high school students nationwide and internationally; building a vibrant and inclusive network for Europe:
 - Fostering the pro-Europe thinking and attitude in Hungary and among Erasmus+ partner universities;
 - Organizing activities (conferences, seminars/webinars, workshops, public lectures etc.) targeting policy makers, young professionals at local, regional and national level as well as civil society;
 - Exploiting the potential of digitalisation and social media in communicating about strategic issues of Europe.

STAFF EFFORT

Staff effort per participant		
<i>Grant Preparation (Work packages - Effort screen) — Enter the info.</i>		
Participant	WP1	Total Person-Months
NKE	100	100.0
Total Person-Months	100.00	100.0

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	Curriculum development and Development of Online Educational Resources; PhD supervision	WP1	1-NKE	R — Document, report	PU - Public	12
D1.2	Publications	WP1	1-NKE	R — Document, report	PU - Public	36
D1.3	bEU microsite	WP1	1-NKE	DEC —Websites, patent filings, videos, etc	PU - Public	36
D1.4	Events	WP1	1-NKE	OTHER	PU - Public	34
D1.5	High school roadshow	WP1	1-NKE	OTHER	PU - Public	34

Deliverable – Curriculum development and Development of Online Educational Resources; PhD supervision

Deliverable Number	D1.1	Lead Beneficiary	1. NKE
Deliverable Name	Curriculum development and Development of Online Educational Resources; PhD supervision		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	12	Work Package No	WP1

Description
Curriculum development and Development of Online Educational Resources; PhD supervision Development of 3 accredited university classes and related OER taught in Hungarian

Deliverable – Publications

Deliverable Number	D1.2	Lead Beneficiary	1. NKE
Deliverable Name	Publications		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	36	Work Package No	WP1

Description
English and/or Hungarian, online and printed publications

Deliverable – bEU microsite

Deliverable Number	D1.3	Lead Beneficiary	1. NKE
Deliverable Name	bEU microsite		
Type	DEC — Websites, patent filings, videos, etc	Dissemination Level	PU - Public
Due Date (month)	36	Work Package No	WP1

Description
bEU microsite English & Hungarian microsite

Deliverable – Events

Deliverable Number	D1.4	Lead Beneficiary	1. NKE
Deliverable Name	Events		
Type	OTHER	Dissemination Level	PU - Public
Due Date (month)	34	Work Package No	WP1

Description

Events: Yearly bEU conferences / Debate Corner on a major youth festival
 In M8, M20, M24, M32: 3 conferences, 3*100 participants each + 1 debate corner on a major festival.
 Documents produced: brochure, invitation, agenda, signed presence list, report of the event, presentations, evaluation report, feedback questionnaire

Deliverable – High school roadshow

Deliverable Number	D1.5	Lead Beneficiary	1. NKE
Deliverable Name	High school roadshow		
Type	OTHER	Dissemination Level	PU - Public
Due Date (month)	34	Work Package No	WP1

Description
<p>High school roadshow 8 stations, 8*1 days for 30 high school students each. Documents produced: brochure, invitation, agenda, signed presence list, report of the event, training material package, presentations, evaluation report, feedback questionnaire</p>

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	No Milestones for JMO CHAIR	WP1	1-NKE	Milestones were not recommended for small projects like JMO CHAIR, therefore the section on milestones was left empty.	36

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	R.1 Not suitable number of students enrolling in the proposed courses R.2 Low number of interested partners in the planned events R.3 Pandemic inhibits roadshow R.4 Pandemic inhibits conference R.5 Colleague from the project team leaves organization R.6 SZIGET and VOLT festivals will fall through due to COVID R.7 SZIGET and VOLT organizers will refuse cooperation R.8 Conflict between colleagues in the project R.9 Deadlines not met R.10 Declared number of teaching hours not met	WP1	R.1 Proper promotion of the new courses should make students aware of the availability of the new courses R.2 A promotion campaign shall ensure the desired number of participants. If necessary, events can be repeated in a virtual platform or other cost-effective ways alternatively an online roadshow will be organized R.3 The conferences will be organized in a way that virtual participants can also take part, including in the interactive parts R.4 Colleagues who may leave can be substituted with other professors of the faculty. R.5 Alternative online events or campaigns will be planned R.6-7 We have good working relationship with the Hungarian EU Delegation, main organizer of the 'EU Tent' on SZIGET R.8 A third party within the university can help resolve conflict, in worst case, the team can be modified

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
			R.9 Proper control and timely preparation of activities can ensure deadlines are met R.10 Highly unlikely possibility due to serious illness, resolution will be sought for together with grant provider.



ANNEX 1



Erasmus+ Programme (ERASMUS)

Description of the action (DoA) *[for FPAs: Action plan]*

Part A

Part B

Version 1.0
25 February 2021



TECHNICAL DESCRIPTION (PART B)

PROJECT	
Project name:	[Fostering EU resilience through European identity building]
Project acronym:	[bEU]
Coordinator contact:	[Prof. Dr. Boglárka Koller], [NKE]

TABLE OF CONTENTS

TECHNICAL DESCRIPTION (PART B)	2
PROJECT SUMMARY	4
1. RELEVANCE	5
1.1 Background and general objectives	5
1.2 Needs analysis and specific objectives	6
1.3 Complementarity with other actions and innovation— European added value	9
2. QUALITY	10
2.1 PROJECT DESIGN AND IMPLEMENTATION	10
2.1.1 Concept and methodology	10
2.1.2 Project management, quality assurance, and monitoring and evaluation strategy	16
2.1.3 Project teams, staff and experts	18
2.1.4 Cost effectiveness and financial management	21
2.1.5 Risk management	21
2.2 PARTNERSHIP AND COOPERATION ARRANGEMENTS	22
2.2.1 Consortium set-up	22
2.2.2 Consortium management and decision-making	22
3. IMPACT	22
3.1 Impact and ambition	22
3.2 Communication, dissemination and visibility	24
3.3 Sustainability and continuation	25
4. WORK PLAN, WORK PACKAGES, TIMING AND SUBCONTRACTING	27
4.1 Work plan	27
4.2 Work packages and activities	28
<i>Work Package 1</i>	28
<i>Work Package ...</i> Hiba! A könyvjelző nem létezik.	
<i>Events</i>	34
4.3 Timetable	35
4.4 Subcontracting	37
5. OTHER	38
5.1 Ethics	38
5.2 Security	38
6. DECLARATIONS	38
ANNEXES	39

PROJECT SUMMARY

Project summary *(in English)*

Democracies worldwide also in Europe are facing challenges that affect the future of the European Union. De-democratisation and democratic backsliding are noticeable trends. Referring to the priorities of the European Commission, the European Democracy Action Plan and the Conference on the future of Europe initiative, I intend to contribute to foster civic engagement and political participation of European citizens. My aim is to contribute to generate debate and dialogue in the academic sphere and beyond on policy issues that are of most interest and concern to citizens especially the youth. As a JM Chair I approach resilience from the perspective of the individuals: the European citizens. Similar to democratic states, where citizens are the main basis for the existence and legitimacy of the political community, European citizens shall also be regarded as the most important actors in EU's political system. My activities will focus on four priority target groups: (1) University students in Hungary and in Erasmus+ partner countries including students from faculties that do not normally deal with EU issues; (2) high school students in disadvantaged regions of the country; (3) opinion leaders, influencers and the media; and (4) civil servants and young professionals.

The activities of the JM Chair are built around two specific objectives such as (a) implementing excellent teaching, research and training in the field of EU Studies and beyond and (b) promoting debate on the future of EU related issues among university students and high school students nationwide and internationally.

Innovative curriculum development with interactive, debate generating methodology, supervision of PhD students, publications in peer-reviewed journals, development of a 'bEU' digital platform, organising events and reaching out to a wider public through social media are all among the expected deliverables of the three-year long JM Chair project.

A full professor with extensive research and publication record in the field of European Studies, currently head of the Department of European Studies at, NKE (JM Chair holder) in the field of European Studies, a senior and a junior member of the academic team as well as an experienced project manager are guarantees of the effective implementation of the tasks.

1. RELEVANCE

1.1 Background and general objectives

Background and general objectives

Please address all guiding points presented in the Programme Guide under the award criterion 'Relevance'.

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?

In the last fifteen years, the European Union **faced numerous crises** both internally and externally: an economic and financial crisis, an institutional crisis, a political crisis, a refugee crisis and currently the COVID19 crisis. The outer environment of the EU has also changed significantly. The international system is undergoing a **rapid and historic transformation**; key actors are reconsidering their role, their **geostrategic possibilities** and the toolsets to achieve their geopolitical interests. New geopolitical realities are emerging; the actors and the international system are being reorganized around new nodes that are connected at various level of their existence. Since the new Millennium, geo-economic systems have been organized into new types of geographic networks, and these operate on the basis of new kinds of methodological principles. The direct and indirect interconnection of various infrastructures, even at great distances from each other, arise (Khanna 2016). As a result, **new political realities emerge including major shifts in the political systems** and the list of key global actors, including regional and non-governmental actors as well as the state. The role of regions and interregional ties are being redefined. (Voskressenki-Koller 2019). The **focus of the global political agenda** is also changing rapidly. Issues such as technology (AI) and its societal consequences, or sustainability in a broad sense (encompassing environmental, climatic but also fiscal, demographic and security aspects), the disruptive societal role of giant technological companies, general societal frustration with democracy has come to the forefront.

Under these circumstances, democracies worldwide and European democracies are facing challenges that affect the future of the European Union too. Rising extremism, election interference, the spread of manipulative information and threats against journalists and missing infrastructure and educational capacity all threaten the operation European democracies. **De-democratisation and democratic backsliding** has an extensive literature in political science and European studies (Sedelmeier 2017; Bermeo 2016; Cianetti, Dawson, Hanley 2018; Dimitrova 2018; Kelemen – Blauberger 2017).

The key to the future existence of European integration and its democracies is therefore - as some analysts also argue - in **creating the resilience of the unique, sui generis political community, the European Union.** Resilience research and publications are therefore experiencing a renaissance today. Numerous scientific articles, books and edited volumes argue for creating a '**resilient Europe**', as this is the only way to be able to meet the complex and unprecedented internal and external challenges.

Currently, there are many branches of resilience research: from examining the effectiveness of European governance through reforming individual policy-making processes to developing critical infrastructures etc. By definition, **resilience is the reactive ability of a system, be it an individual, an organism, a political or ecosystem or even a type of material, to successfully adapt to strong, renewable or even shock-like external influences.** The term 'resilience' is applied as a jolly-joker term in European Studies too for describing the flexibility and the ability to meet the challenges in European integration. The conceptualisation of the term has emerged in the field. We often talk about 'smart resilience', 'the resilience of the EU's political system' or 'resilience as a governing paradigm of the European Union' etc. Further, the 2016 Global Strategy of the EU declared that this concept is at the core of EU's activity around the world, highlighting the aspects of external governance.

Recognizing the *raison d'être* of all the above approaches, and looking at the concept as a new paradigm in the European Studies, **I approach resilience from the perspective of the individuals: the European citizens.** Similar to democratic states, where citizens are the main basis for the existence and legitimacy of the political community, the European citizens shall also be regarded as the most important actors in European democracies too. **European integration needs democratic reinforcement from its citizens through the creation of an active and responsible European demos.**

This approach reflects the concept of the *Conference on the Future of Europe* that clearly puts citizens into the forefront of idea-generating and thus shaping Europe. As president von der Leyen said: '*Today we are inviting all Europeans to speak up. To say what Europe they want to live in, to shape it and join forces to help us build it. Citizens' expectations are clear: they want to have their say on the future of*

Europe, on matters which affect their lives. Our promise today is equally clear: we will listen. And then, we will act.'

In the 1950s when European integration was born with the participation of six Member States as an outcome of an elite-driven project, establishing European identity was not on the agenda. The birth of European integration was not accompanied by popular movements either. News of the now legendary Treaties of Rome was soon forgotten by the readers. The Member States did not want to hold a referendum on these. There were no mass demonstrations either.

However, as integration took place at an ever-increasing level, and 'permissive consensus' started to be an insufficient logic of integration, establishing a direct link between citizens and the community became a natural need for legitimacy. European identity appeared on the agenda of the community first in the 1970s (see the Report by Belgian Prime Minister Leo Tindemans). A common Europe dreamed of and led by elites cannot survive without the support and active participation of its citizens. Therefore, from the 1970s onwards, the citizens of the European Community, gradually became the focus of the European political system. In particular from the 1990s onwards, the political nature of integration was strengthened. This was accompanied by the step-by-step replacement of the former 'permissive consensus' by the so-called period of 'constraining dissensus'. The previously technocratic-led integration project has been gradually politicised.

European citizens are becoming political actors. It is increasingly important what they think about their Europeanness, whether they share common European values and what are their ideas and proposals on certain policy issues, institutional and political questions. The resilience of the European project is therefore increasingly dependent on its citizens. European democracies shall be reinforced from the bottom-up and only through engaging with citizens, a resilient Europe can be emerged.

As a Jean Monnet Chair, I intend to continue my research conducted on the European identity and link it to the concept of resilience. Referring to the **European Democracy Action Plan**, I intend to contribute to foster **civic engagement and political participation of European citizens**. My aim is to contribute to foster debate and dialogue in the academic sphere and beyond on policy issues that are of most interest and concern to European Union citizens especially the youth. I interpret the role of the JM chair differently from the traditional role of a university professor, who gives lectures and seminars to students and discusses academic issues in a relatively narrow circle. As a full professor of the University of Public Service in Budapest (**Nemzeti Közszolgálati Egyetem**, in the following mentioned as **NKE**) and head of department of European studies, I intend to act in a wider network and through debates and discussion on policy issues of European integration closer to the European citizens. With regard to my activities as a JM chair, **I have set the following general objectives and approaches:**

1. Be digital and network! - Create a suitable digital platform and network for debating and discussing strategic issues of European integration and its future. Connectivity is necessary.
2. Go beyond academia! – In addition to implementing excellent teaching and research in the field of EU Studies and offering practice-oriented, interactive courses as well as promoting debate on EU-related policy issues among university students, build a pro-Europe network towards the higher education partner institutions high schools and also the public sector (civil servants, policy-makers and even secondary school teachers and pupils).
3. Be innovative! – Motivating students for innovation, idea-generation in order to answer the current EU challenges; Implementing new methodology in teaching, including Open Educational Resources (e.g. YouTube webinars, Moodle e-learning packages) and favour strategic way of thinking;
4. Act like a catalyst! - Train and mentor young students and scholars as well as PhD students in order to be active members of the JM community; With the provision of tailor-made courses (MA and PhD level), peer-reviewed publications, participating at international conferences and organising workshops as well as supervising young researchers, I am dedicated to reach a wide range of audience and continue the development of European Studies at NKE and act as an "institutional catalyst" in delivering results. Multi-dimensional scientific metrics will be used to measure the achievements including publications' rankings, impact of conferences and workshops as well as feedback from the students and academics.
5. Reach out to a wider audience! – In order to foster the pro-Europe thinking and attitude in Hungary, diversify the suitable media portfolio for dissemination. Include scientific and non-scientific offline and online media outlets and events to be as participative as possible

1.2 Needs analysis and specific objectives

Needs analysis and specific objectives

Describe how the objectives of the project are based on a sound needs analysis in line with the specific objectives of the call. What issue/challenge/gap does the project aim to address?

The objectives should be clear, measurable, realistic and achievable within the duration of the project. For each objective, define appropriate indicators for measuring achievement (including a unit of measurement, baseline value and target value).

The concept of the **Jean Monnet Chair program is going to be built around the concept of European identity as one of the most important legitimising factors of the community** and one of the most important assurance of the future existence of the Union.

At the heart of my work is the fundamental conviction that European identity does not replace the existing attachments of citizens, does not take their place, but merely appears among the other elements of collective identities of European citizens. 'It is wrong to conceptualize European identity in zero-sum terms, as if an increase in European identity necessarily decreases one's loyalty to national or other communities.' (Risse 2004: 4) The multiple, collective identities of EU citizens can be imagined in a network structure. The **identity-net model** signifies the dynamic co-existence of individuals' collective attachments and includes the time dimension. According to functionalist logic, Individuals regularly decide which aspect or junction of their identity-net they activate in their every-day lives. Individuals are capable of changing their collective attachments regularly as well as their respective ranking and intensity. European identity should be understood as an element in EU citizens' dynamically changing identity-net among other collective attachments (national, regional, local etc.), and it is more or less intensive in different life situations. (Koller 2003, 2016)

Simply put, this means that being a citizen of the European Union does not mean giving up or questioning our other attachments, only recognizing and living our Europeanness in an active way. A natural part of all this is to embrace self-identity, get to know and understand others and their views and identities, and accept European values. Discovering and understanding our Europeanness in the social and political networks and communities around us is done mainly through debate and continuous interaction. Personal interaction and experience play a key role in breaking down our stereotypes and eliminating our prejudices. Student experiences in real and concrete acts of participative democracy at EU and national levels are to their future attitudes and relationship towards community building and understanding the core values around the integration has been built.

Therefore, the central concept and the main message of my activities is bEU (= be EU). This means, on the one hand, living our own identity and, on the other, activating our Europeanness. Establishing a 'bEU network' in Hungary and in the wider neighbourhood is the main objective of the three year-long JM project.



Establishing and strengthening European identity is one of the most important factor of creating a resilient Europe. This thesis is also supported by the latest Eurobarometer data on Future of Europe (*Special Eurobarometer 500. Future of Europe*) as well. More than nine in ten Europeans (92%) agree that EU citizens' voice should be taken more into account for decisions relating to the future of Europe (+5 since the summer of 2020). Europeans are most likely to say they would like to discuss the future of the EU with friends, family or colleagues (37%), while around a third (32%) would like to discuss it with European politicians, and 29% would discuss it with local or regional politicians. A quarter (25%) say they would like to discuss the future of the EU with citizens from other EU countries.

As the results of this survey indicate, around half of Europeans (51%) say they would be willing to take part, as a citizen, in the activities of the Conference on the future of Europe, that is clear sign that **European citizens care about the current challenges in Europe** and they are ready to respond to them. There is a consensus among the Europeans that **ordinary citizens and especially the youth** shall be often consulted on the top priorities of the EU. According to the Eurobarometer survey results, more than eight in ten Europeans (83%) agree that the Conference should specifically involve young people to foster new ideas. Other popular choices for possible contributors include political stakeholders plus academics, experts, intellectuals and scientists.

In line with that, my activities as a JM Chair will focus on **four priority target groups**:

1. University students (BA, MA, PhD – age 18-27+) and academic networks (postdoc, researchers, senior scholars) in Hungary and in Erasmus+ partner countries - not only EU Studies majored but also faculties that do not normally deal with EU affairs
2. High school students in Hungary (age 14-18) – especially in poorer disadvantaged regions of the country
3. Hungarian opinion leaders and influencers in EU perceptions – national and global media (traditional and social, offline, online), art and pop culture
4. Public servants and young professionals (1-3 years of experience in public service) starting or interested in European careers

In order to reach the general objectives set out above, with the overall aim to contribute to the strengthening of European identity and the establishment of a **bEU online network** in Hungary and in the wider neighbourhood, the **specific objectives** of the JM chair are the following:

1. Implementing excellent teaching, research and training in the field of EU Studies and beyond:

- Developing and offering practice-oriented, interactive courses;
- Motivating students for innovation, idea-generation and strategic way of thinking in order to answer the current EU challenges;
- Training and mentoring young scholars, teachers and PhD students;
- Implementing new methodology in teaching, including Open Educational Resources (e.g. YouTube webinars, Moodle e-learning packages);
- Providing teaching and training to non-EU studies students such as engineer, law enforcement, military sciences students of NKE;
- Publishing widely on EU related issues in peer-reviewed journals and books.

2. Promoting debate on future of EU related issues among university students and high school students nationwide and internationally; **building a vibrant and inclusive network for Europe:**

- Fostering the pro-Europe thinking and attitude in Hungary and among Erasmus+ partner universities;
- Organizing activities (conferences, seminars/webinars, workshops, public lectures, summer schools etc.) targeting policy makers, young professionals at local, regional and national level as well as civil society;
- Exploiting the potential of digitalisation and social media in communicating about strategic issues of Europe.

I plan to measure the achievement of the above specific objectives according to the following indicators:

Key Progress Indicator #1: developing two new, practice oriented innovative MA courses (*'Smart resilience strategies in the EU'* – MA 45 hours debating seminar; *'Activating European citizens – EU narratives and identity'* – Specialised MA 45 hours interactive course and **one multimedia training course** *'Vectors of the differentiated integration in the EU'* for young professionals, who are willing to pursue a European career in public service. I intend to change the analytical, strategic and idea-generating skills of our students and public servants; I work with students individually, or in small study-groups focusing on projects and specific problems. With renewed teaching methods, I am determined to change the "passive way" of teaching and debating strategic issues of Europe. Reaching 200 new university students and 40 young professionals per academic year.

Key Progress Indicator #2: offering EU identity and resilience topics for supervision in two PhD schools of Hungary (NKE, *Doctoral schools of Public Administration* and *ELTE Doctoral School of Political Sciences*) for Hungarian and international students. Mentoring them and training them for their future academic and professional careers. 5 PhD students / academic year will be supervised.

Key Progress Indicator #3: developing Open Education Resources (OER) for the three newly developed courses in Moodle, and develop them as YouTube webinars. The newly developed

teaching materials will be shared with non - European Studies BA and MA students (civil engineering, law enforcement, military sciences and public administration students). The students of the Faculties of Public Governance and International Studies, Faculty of Water Sciences, faculty of Law Enforcement as well as Military Sciences will be provided with innovative new materials. Reaching approximately 350 student through OER / academic year.

Key Progress Indicator #4: in order to reach the wider academic and professional network **2 peer-reviewed journal articles or book chapters** are planned to be published by the JM Chair in each academic year. Publications of the other team members are also planned.

Key Progress Indicator #5: creating the bEU platform on the website of UPS as a virtual platform for online communication and networking with the stakeholders, media and academic audience. Developing the microsite in the second year of implementing the project. Inviting Erasmus+ partner universities to the site is a planned achievement too. Measuring the reach of the platform and increase microsite traffic by 25% in the second and third year of implementation.

Key Progress Indicator #6: Developing and organising a nationwide roadshow to 8 high schools in less developed regions of Hungary with a thematic workshop for students. Reaching 30 high school students at each high school. Implementation is planned in the third year of the project.

Key Progress Indicator #7: Organising one public lecture or workshop or conference per one academic year. Reaching approximately 100 persons / event.

Key Progress Indicator #8: Organising an EU debate corner at one of the most prestigious music or cultural festival (e.g. SZIGET or VOLT) of Hungary once during the project implementation.

1.3 Complementarity with other actions and innovation— European added value

Complementarity with other actions and innovation

Explain how the project builds on the results of past activities carried out in the field and describe its innovative aspects (if any). Explain how the activities are complementary to other activities carried out by other organisations (if applicable). Illustrate the trans-national dimension of the project; its 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.

As a Jean Monnet Chair, I am dedicated to continue the development started at NKE in 2015 building on our already existing results of Jean Monnet Module 2015-2018 (Project ID - 565087-EPP-1-2015-1-HU-EPPJMO-MODULE) but also contributing with new deliverables.

With the implementation of Jean Monnet Module for European Public Policy we responded to a labour market demand and delivered tailor-made courses and other activities in the field of European Public Policy. Given the increased interest of the young Hungarians to pursue EU – related public affairs and public service careers, we launched and implemented two MA courses focusing on the main topic of the module: ‘EU policy-making: current issues and strategies’ and the ‘EU sectoral policies’. Those courses were provided in a total of 180 teaching hours during the project and 217 students participated on those over the three academic years.

Jean Monnet Module for European Public Policy achieved the goals set in the work plan in 2018:

- Key Progress Indicator #1: target value in number of hours per academic year were met by 100% (180/180 teaching hours);
- Key Progress Indicator #2: target value in number of students during the three academic years were met by 109% (217/200 students);
- Two international EU Public Policy Entrepreneurship Workshops were held for a total of 31 participants at the premises of the National University of Public Service;
- One national workshop was held for 40 participants at Tompa Border Crossing Point and Transit area at the Hungarian-Serbian border on practical implementation of EU security policies;
- In parallel with the workshop, two public lectures were held for a total of 118 participants at the premises of the National University of Public Service;
- Three peer reviewed articles were published by members of the project team, using OA platform (ResearchGate);
- A public lecture was recorded on video and disseminated on YouTube, reaching 946 people;

- A video lecture from the course 'EU policy-making: current issues and strategies' was produced and disseminated on YouTube, reaching 101 people.

The project also provided other valuable deliverables, e.g. a virtual platform – a microsite on the webpage of the NKE - and peer reviewed articles and book chapters published by the key staff as set in the work-program. Two 'EU public policy entrepreneurship' workshops and one study tour to the Border Crossing Point and Transit Area at Tompa-Kelebia were organized along with public lectures on current policy challenges of the EU, part of those were also published online and gathered a good amount of interest.

As a Jean Monnet Chair, I intend to continue the activities started in 2015, extending it to a wider geographical area. The two new Masters courses and one professional EU training course are going to be built into our international course portfolio and will be offered for our 124 Erasmus partner institutions and their students including to Western Balkan countries. In 2020, we have developed a Modular system for the partner universities, and the new courses that are to be developed will be fit into the 'European Studies module'. With this, my JM activity will reach a wider international audience. Among the partners I plan to offer the newly developed courses to the countries in the immediate neighbourhood of Hungary, including the Western Balkan states that are in special need of tailor-made interactive courses on issues of European integration focusing on strengthening democracies and building the European dimension of collective identities. Thus, the courses and the teaching materials developed in this project are intended to contribute to democratisation, the fundamental reforms of the Western Balkan partners, consequently the process of Europeanisation of the region.

Last but not least, I also plan to build on the Strategic Partnership in Higher Education project "EUSecure": An Interdisciplinary Training on EU Security, Resilience And Sustainability (Project ID: 2020-1-HU01-KA203-078719), a project funded by the Erasmus+ Strategic Partnership in Higher Education Programme. While this project is still in implementation, the results of the first intellectual output are already available. A situation analysis on EU security, resilience and sustainability has been conducted and edited in a concise study book. In the bEU activities I wish to further promote the existing and future results of EUSecure, especially its findings and recommendations related to resilience. EUSecure will develop a short programme for secondary school students, the EUSecure Lite, which as a spinoff to the bEU activities I wish to carry on and disseminate within the bEU roadshow as well.

Overall, the greatest European added value of the JM project is that with innovative teaching methods and through events and the digital platform, it activates young people (university students, high school students and young professionals) and encourages debate and opinion formation on key EU policy issues.

2. QUALITY

2.1 PROJECT DESIGN AND IMPLEMENTATION

2.1.1 Concept and methodology

Concept and methodology

Please address all guiding points presented in the Call document/Programme Guide under the award criterion 'Quality of the project design and implementation'.

Outline the approach and methodology behind the project. Explain why they are the most suitable for achieving the projects objectives.

The concept: identity-based resilience

Both European Union identity and resilience research and publications are widely found in the field of European studies. Identification with Europe is a complex issue, framed in several disciplines (sociology, political sciences, nations and nationalism discourses etc.) covering various sub-topics and approaches. Resilience topics are also widely covered themes. The term 'resilience' is applied as a jolly-joker term in European Studies too for describing the flexibility and the ability to meet the challenges in European integration.

The novelty of the proposed project is that I connect resilience of the EU with the collective attachment of the European citizens to the community. Thus, I approach resilience from the perspective of the individuals: the European citizens. Similar to democratic states, where citizens are the main basis for the existence and legitimacy of the political community, I argue that **the European citizens shall also be regarded as the most important actors in EU's political system too.**

At this point, the concept of **democratic deficit** arises (Romani 2009). The European Union, which has

been increasingly defining the lives of its citizens because of its many and growing numbers of policies, has at the same time given them little say in decision-making compared to a democratic state in the Union's affairs.

In an **increasingly politicised community**, where the European citizens are becoming political actors, it is increasingly important what they think about their Europeanness, whether they share common European values and what are their ideas and proposals on certain policy issues, institutional and political questions. **The resilience of the European project is therefore increasingly dependent on its citizens.**

Therefore, in the centre of my activities focus is **identity-based resilience**. If European identity is stable and strengthened, I believe that the unique, sui generis European political system will also be better able to withstand external and internal shocks and adapt better to the upcoming challenges. There are many ways to strengthen European identity, of which I, as JM chair, focus on **excellence in education and training**. Foremost, I plan to implement excellent teaching, research and training in the field of EU Studies and beyond. And as a second specific objective I will promote debate on future of EU related issues among university students and high school students nationwide and internationally; **building a vibrant and inclusive network for Europe**.

Nevertheless, the **scope of my activities will go beyond the university students**, and will reach out to **high school students, opinion leaders and influencers**, including the media and last but not least the public servants and young professionals.

The main message of the project is: **being a citizen of the European Union does not mean giving up or questioning our other attachments, only living our Europeanness**. A natural part of all this is to embrace self-identity, get to know and understand others and other identities, and accept European values. The **slogan of the project is bEU** which on the one hand stand for **be u (you)**, meaning 'Be yourself!', and on the other hand stands for **be EU, meaning 'Be European!'** and feel yourself European, share the European identity. These two things are compatible; there is no need to choose. Diversity easily fits with unity.

Be U! = Be yourself!



Be EU! = Be European!

Discovering and understanding our Europeanness in the social and political networks and communities around us is done mainly through **debate and continuous interaction**. Therefore questioning, debating is a key method for getting closer to our Europeanness. In the curriculum development of the three courses, I am going to use interactive and competence-based methods that enable students and young professionals to engage more with the communities around them, apply cutting-edge digital technologies and strengthen the strategic way of their thinking. Our work will draw on the several relevant initiatives, research outputs and policy recommendations of different renowned think-tanks and research centres, especially those close to EU institutions such as the European Parliamentary Research Service (EPRS).

The specific objectives of the JM chair are the following:

1. Implementing excellent teaching, research and training in the field of EU Studies and beyond:

- Developing and offering practice-oriented, interactive courses:
 - “Smart resilience strategies in the EU” (MA course)
 - “Activating European citizens – EU narratives and identity” (MA course)
 - “Vectors of the differentiated integration in the EU” (multimedia non-degree training course for young professionals)
- Motivating students for innovation, idea-generation and strategic way of thinking in order to answer the current EU challenges;
- Training and mentoring young scholars, teachers and PhD students;
- Implementing new methodology in teaching, including Open Educational Resources (e.g.

YouTube webinars, Moodle e-learning packages);

- Providing teaching and training to non-EU studies students such as engineer, law enforcement, military sciences students of NKE;
- Publishing widely on EU related issues in peer-reviewed journals and books.

2. Promoting debate on future of EU related issues among university students and high school students nationwide and internationally; **building a vibrant and inclusive network for Europe:**

- Fostering the pro-Europe thinking and attitude in Hungary and among Erasmus+ partner universities;
- Organizing activities (conferences, seminars/webinars, workshops, public lectures, summer schools etc.) targeting policy makers, young professionals at local, regional and national level as well as civil society;
- Exploiting the potential of digitalisation and social media in communicating about strategic issues of Europe.

Within the three year-long JM Chair project, I will **develop and launch three new courses in the fields of European studies that will be available for the non-European studies majored students as well as the young professionals.** The following courses are planned to be developed:

1. 'Smart resilience strategies in the EU' MA course

Professor in charge: Prof. Dr. Boglárka Koller

Type: Debating seminar, compulsory course

Numbers of students: 40/academic year

Number of hours: MA 45 hours (full time) plus 16 hours part time - 61/academic year

Objectives: In the last decades, the European Union experienced both exogenous and endogenous shocks. Crisis management lead to political, policy and polity (3P) turbulences and also resulted in the emergence of tensions among member states and European citizens. The aim of the course is to explain the main factors of these crises and to equip students with knowledge and skills that enable them to examine the various crisis areas of the EU. This course is intended to offer theoretical knowledge and practical skills to analyse the political, institutional, legitimacy crises as well as EU policy issues in contemporary time. The concept of smart resilience is introduced to students in order to provide them a suitable conceptual framework for research and analysis.

The aim of the course is to foster debates and discussion among the students. The oral and written skills of the students will be developed.

Target group: Master students both EU majored and also students from faculties of NKE that are not normally dealing with European Union issues but having an interest in particular policy areas such as water sciences or security and defense policy or cohesion policy etc. Both Hungarian and international students.

Accordingly, the course has two parts: In the first part, in the frames of lectures, the multiple-crisis of the contemporary EU is discussed and analysed including the story of the 2008 global economic and financial crisis, the euro-crisis, the institutional crisis, the legitimacy and identity crisis, the refugee crisis, the shrinking normative power of the EU as well as Euroscepticism and the rise of populism in Europe. In the second part, the students choose a policy area and develop the possible scenarios of crisis management. Groups of 3-4 students have to present their ideas to the other groups.

Assessment: Students are assessed according to their group project and presentation (100%).

Teaching materials: all the lecture notes and project works are going to be uploaded to Moodle open sourced learning platform operated by NKE.

Readings:

Desmond Dinan, Neill Nugent, William E. Paterson (eds): The European Union in crisis. London : Palgrave, Macmillan, 2017. ISBN: 9781137604255

Laffan, Brigid (2016) Europe's union in crisis: tested and contested, *West European Politics*, 39:5, 915-932, DOI: 10.1080/01402382.2016.1186387

Becker, Stefan, Michael W. Bauer, Sara Connolly, and Hussein Kassim (2016). 'The Commission: Boxed in and Constrained, but Still an Engine of Integration', *West European Politics*, 39:5, doi:10.1080/01402382.2016.1181870.

Bickerton, Christopher, Dermot Hodson, and Uwe Puetter, eds. (2015). *States and Supranational Actors in the Post-Maastricht Era*. Oxford: Oxford University Press.

Boin, Arjen (2009). 'The New World of Crises and Crisis Management: Implications for Policymaking and Research', *Review of Policy Research*, 26:4, 367–77.

Christiansen, Thomas (2016). 'After the Spitzenkandidaten: Fundamental Change in the EU's Political System?', *West European Politics*, 39:5, doi:10.1080/01402382.2016.1184414.

De Wilde, Pieter (2011). 'No Polity for Old Politics? A Framework for Analyzing Politicization of European Integration', *Journal of European Integration*, 33:5, 559–75.

De Wilde, Pieter, and Michael Zürn (2012). 'Can the Politicization of European Integration Be Reversed?', *Journal of Common Market Studies*, 50:1, 137–53.

Falkner, Gerda (2016). 'The EU's Problem-Solving Capacity and Legitimacy in a Crisis Context: A Virtuous or Vicious Circle?', *West European Politics*, 39:5, doi:10.1080/01402382.2016.1186386.

Grande, Edgar, and Hanspeter Kriesi (2015). 'The Restructuring of Political Conflict in Europe and the Politicization of European Integration', in Thomas Risse (ed.), *European Public Spheres: Politics is Back*. Cambridge: Cambridge University Press, 190–223.

Héritier, Adrienne, and Martin Rhodes (2011). *New Modes of Governance in Europe: Governing in the Shadow of Hierarchy*. London: Palgrave MacMillan.

Hooghe, Liesbet, and Gary Marks (2009). 'A Postfunctionalist Theory of European Integration: From Permissive Consensus to Constraining Dissensus', *British Journal of Political Science*, 39:1, 1–23.

Kriesi, Hanspeter (2009). Rejoinder to Liesbet Hooghe and Gary Marks, 'A Postfunctional Theory of European Integration: From Permissive Consensus to Constraining Dissensus', *British Journal of Political Science*, 39:1, 221–24.

Mair, Peter (2000). 'The Limited Impact of Europe on National Party Systems', *West European Politics*, 23:4, 27–51.

Panizza, Francisco, and George Philip (2013). *Moments of Truth: The Politics of Financial Crises in Comparative Perspective*. London: Routledge.

Pelkmans, Jacques (2016). 'Why the Single Market Remains EU's Core Business', *West European Politics*, 39:5, doi:10.1080/01402382.2016.1186388.

Rosenthal, Uriel, Arjen Boin, and Louise K. Comfort (2001). *Managing Crises: Threats, Dilemmas and Opportunities*. Springfield, IL: Charles C. Thomas. 932 B. Laffan

Saurugger, Sabine (2016). 'Politicization and Integration through Law: Whither Integration Theory?', *West European Politics*, 39:5, doi:10.1080/01402382.2016.1184415.

Zeitlin, Jonathan (2016). 'EU Experimentalist Governance in Times of Crisis', *West European Politics*, 39:5, doi:10.1080/01402382.2016.1181873.

II. 'Activating European citizens – EU narratives and identity' MA course

Professor in charge: Prof. Dr. Boglárka Koller

Numbers of students: 20/academic year

Number of hours: 45/academic year

Compulsory course

Objectives: The legitimacy and identity crisis compared to other crisis areas (economic, political, institutional etc.), is a more fluid issue-area. It is closely connected with people's European identity. Legitimacy includes a number of elements. A political system is legitimate if it is based on legality and democracy and is accepted by its citizens. Citizens not only rationally understand and accept the procedures and the institutions of the polity they live in, they also emotionally relate to it. They like (or dislike) it. They do or do not identify with it. Do European citizens understand the European Union? Do they support the project? Do they like it? Do they identify with it? Euroscepticism is strengthening all over Europe. Understanding its nature is crucial both for having a picture on the possible scenarios of the future of Europe and for better understanding the national political processes.

The aim of the course is to explore the issues of collective identity formation and the challenges of legitimacy in contemporary EU. In order to do that, students also gain insights into the role of EU citizens in political and policy processes and become familiar with the current trends of public opinion applying a comparative perspective.

Target group: Master students

Accordingly, the course has three main parts: Part I. looks at the major theories of identity and identity-formation and discusses the evolution of European identity. Additionally, the concepts of legitimacy (input and output), Euroscepticism and the role of public opinion on political and policy processes are discussed.) Part II. focuses on the changing character of citizenship in the European Union, multiculturalism and the challenges of immigrants and minorities in EU member states. Part III. is dedicated to case studies of EU member states and includes student presentations.

Assessment: Given the practical nature of the course, the assessment is the following: students are required to participate in group discussion and debates (50%) and provide a 20 minutes-long presentation on a selected topic (50%).

Teaching materials: all the lecture notes and project works are going to be uploaded to Moodle open sourced learning platform operated by NKE.

Required literature:

Jeffrey T. Checkel - Peter J. Katzenstein: European Identity. Cambridge University Press, 2009. ISBN: 9780521883016, ISBN: 9780521709538

Arató Krisztina: Myths and Countermyths in the European Union STUDIES IN PUBLIC POLICY x pp. x-x. , 28 p. (2014) http://www.cspp.strath.ac.uk/view_item.php?id=513

Christiansen, Thomas, Knud Erik Jørgensen and Antje Wiener (eds) (2012) The Social Construction of Europe, London: Sage

Boglárka Koller: Europe's identity crisis OCCIDENTAL WORLD (2018) pp. 1-6. , 6 p.

Boglárka Koller (2011) 'Trajectories of identity formation in the post-enlargement era.' The Hungarian example, Jagiellońskie Forum Europejskie [Jagiellonian European Forum], No. 20, pp. 7-29.

Vincent Della Sala: Political Myth, Mythology and the European Union. Journal of Common Market Studies. 2010 Volume 48. Number 1. pp. 1–19 <https://doi.org/10.1111/j.1468-5965.2009.02039>.

Demetriou, Kyriakos N. (eds): The European Union in Crisis. Explorations in Representation and Democratic Legitimacy. Springer, 2015.

Risse, Thomas. (2004.) 'Neo-functionalism, European Identity and the Puzzles of European Integration.' Center for Transatlantic Foreign and Security Policy. Otto Suhr Institute of Political Sciences.

Schmidt A., Vivien (2006) Democracy in Europe: The EU and National Politics (Oxford: Oxford University Press.

III. 'Vectors of the differentiated integration in the EU' multimedia training course

Professor in charge: Prof. Dr. Boglárka Koller

Type: Multimedia training course for young professionals

Numbers of students and public servants: 20/academic year

Number of hours: 40/academic year

Compulsory course

Objectives: The aim of this course is to introduce one important vector of current developments in European integration, the differentiated integration (DI). Although it is far from new (It has existed since the establishment of the Treaty of Rome), it only in the last fifteen years has become an official course for European integration.

The spread of DI affects politics, policy-developments and the relationship between Member States as well as the shape the future of the EU. The aim of the course is to introduce the concept of differentiated integration to students. Students get acquainted with the evolution of the political, legal and academic concept of DI and will be able to understand crisis management in the context of DI.

Target group: young professionals, public servants and master students

This course is part of a non-degree program, that is especially developed for civil servants and young professionals for EU careers.

The *methodology is also unique*. A computer lab and multimedia tools including a professional studio and camera crew are used to develop debating, presenting and argumentative skills of the participants. Personal tutorial is also provided for the participants.

During the sessions, students are required to complete four tasks:

1. Be a discussant of one selected topic during the course. Each student is required to be a discussant once during the course. His/her task involves: providing a summary of the reading; preparing a presentation. Providing a half page handout for the fellow students. Formulating two critical questions to the selected topic for the rest of the group.
2. Design and write an argumentative blog entry of a freely chosen topic of differentiated integration.
3. Be a key-note speaker of a conference or public event and argue for and against an EU related issues. The individual performance will be recorded and evaluated during the training.
4. Organise a group debate and present your ideas in the group. The group performance will be recorded and evaluated during the training.

Teaching materials: all the lecture notes and project works are going to be uploaded to Moodle open sourced learning platform operated by NNKE.

Required literature:

Leuffen, Dirk and Rittberger, Berthold and Schimmelfennig, Frank: Differentiated integration. Explaining Variation in the European Union. Palgrave Macmillan, 2013, pp 287.

Andersen, S. S. and N. Sitter. 2006. „Differentiated Integration: What is it and How Much Can the EU Accommodate?” *Journal of European Integration*, 28 (4), 313-330.

Avbelj Matej. 2008. „Revisiting Flexible Integration in Times of Post-enlargement and Lustration of EU Constitutionalism” In *Croatian Yearbook of European Law and Policy*, Vol. 4 No. 4

Boele-Woelki, Kathrina. 2008. „To be or not to be: enhanced cooperation in international divorce law within the European Union”. *Victoria University of Wellington Law Review*, 39(4), 779-792.

De la Serre, F. and Wallace, Hellene. 1997. „Flexibility and Enhanced Cooperation in the European Union: Placebo rather than Panacea”. *Notre Europe' Research and Policy Paper* no. 2, September 1997.

De Neve, Jan-Emmanuel. 2007. „The European Union? How differentiated integration is reshaping the EU?”. *European Integration*, Vol.29. No.4, 503-521, September 2007, 503-521.

Dyson, Kenneth and Sepos, Angelos. 2010. *Which Europe? The Politics of Differentiated Integration*. Palgrave Macmillan.

Economides, Spyros. 2008. „The Politics of Differentiated Integration: the case of the Balkans”. *GreeSE Paper No 18 Hellenic Observatory Papers on Greece and Southeast Europe*, LSE, Sept 2008.

Ehlermann, Claus-Dieter. 1995. „Increased Differentiation or Stronger Unity” *EUI Working Paper*, PSC No. 95/21.

Goetz, Klaus H. 2009. „Time and Differentiated Integration”. EUSA Eleventh Biannual International Conference, Los Angeles, California, 23 – 25 April 2009

Hooghe, Liesbet and Marks, Gary. 2001. Multi-level Governance and European Integration. Rowman and Littlefield Publishers, Oxford.

Hooghe, Liesbet and Marks, Gary. 2008. „A Postfunctionalist Theory of European Integration: From Permissive Consensus to Constraining Dissensus” British Journal of Political Science 39, 1-23, Cambridge University Press.

Ifversen, Jan and Kolvraa, Christoffer. 2007. „European Neighbourhood Policy as Identity Politics”. EUSA Tenth Biennial International Conference. Montreal, Canada, May 17-19, 2007.

Koller, Boglárka 2012. „The takeoff after Lisbon. The practical and theoretical implications of differentiated integration.” World Political Science Review, Volume 8., Issue 1, Published Online.

Kölliker, Alkuin. 2001. „Bringing Together or Driving Apart the Union? Towards a Theory of Differentiated Integration”. West European Politics 24(4): 125 – 151.

Král, David. 2008. „Multi-speed Europe and the Lisbon Treaty. Threat or opportunities?” EUROPEUM Institute for European Policy, 2008.

Phillippart, Eric and Edwards, Geoffrey. 1999. „The provisions of closer cooperation in the Treaty of Amsterdam: The politics of flexibility in the European Union”. Journal of Common Market Studies, Vol 37. No.1. 87-101.

Risse, Thomas. 2004. „Social Constructivism and European Integration” In WIENER, Antje and DIEZ, Thomas (eds.) European Integration Theory, Oxford: Oxford University Press, 159-175.

Stubb, Alexander C. 1996. „A Categorization of Differentiated Integration”. Journal of Common Market Studies 34: 283-295.

Stubb, Alexander C. 1997. „The 1996 Intergovernmental Conference and the management of flexible Integration”. Journal of European Public Policy 4:1 March, 37- 55.

Stubb, Alexander C. 2002. Negotiating Flexibility in the European Union. Amsterdam, Integration, Boulder: Lynne Rienner.

Tekin, Funda and Wessels, Wolfgang. 2008. „Flexibility within the Lisbon Treaty: Trademark or empty promise?”. EIPASCOPE 2008/1, 25-31.

Tranholm – Mikkelsen, Jeppe. 1991. „Neo-functionalism: Obstinate or Obsolete? A Reappraisal in the light of the Dynamism of the EC.” Millennium: Journal of International Studies. Vol. 20. No. 1, 1991, 4-6.

Wiener, Antje and Diez, Thomas. 2004. European Integration Theory, Oxford: Oxford University Press.

Zielonka, Jan. 2001. „How new enlarged borders will reshape the European Union”. Journal of Common Market Studies, Vol 39. No.1. 507-36.

De Neve, Jan-Emmanuel (2007): “The European Union? How differentiated integration is reshaping the EU?”. European Integration, Vol.29. No.4, 503-521, September 2007, 503-521.

2.1.2 Project management, quality assurance, and monitoring and evaluation strategy

Project management, quality assurance and monitoring and evaluation strategy

Please address the specific conditions set out in the Call document/ Programme Guide.

Describe the measures foreseen 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.

To lay down the rules of procedures for the project, a **detailed Work Plan** will be established. Beyond the description of the planned activities, the Work Plan shall include chapters on project management procedures, a quality assurance plan and monitoring and evaluation guidelines.

This Work Plan will be modified during project implementation, based on an iterative process, ever adjusting it to the activities, feedbacks and lessons learnt. At each iteration, minor design modifications will be made and new elements, tailored in response to the needs identified, will be added.

1. Project Management (PM)

The project management and implementation activities will run horizontally throughout project lifetime and include the following activities (non-exhaustive list):

- Communication with the grant provider in order to conclude the grant agreement
- Establishment of the PM guidelines
- Setting the roles and responsibilities of the colleagues taking part in the project in an official document
- Development of a communication plan
- Finalizing a Conflict Management and Risk Assessment and Mitigation Plan
- Drafting detailed project timeline including all details of the tasks to be completed
- Preparing surveys for stakeholder feedback
- Preparing documentation for registering participation in events (e.g. signature list)
- Ongoing deadline and performance monitoring (see below)
- Financial management of the project (continuous documentation and recording of financial transfers and commitments made)
- Development of internal progress reports twice a year
- Development of project progress and annual reports to deliver to EACEA

2. Quality Assurance (QA)

There will be a two level QA strategy

1) **Project Cycle Management QA Guidelines** ensuring the right, timely and cost-effective implementation of the project

2) **Standards and Guidelines for QA in the European Higher Education Area (ESG)** ensuring that teaching and educational outputs meet the ESG standards

Both levels Quality Assurance will provide end-users and stakeholders possibilities to give feedback (e.g. in the form of surveys), allowing for minor input-based adjustments in different project implementation phases. QA will include the following activities (non-exhaustive list):

- Development of the QA and Evaluation model, and a Risk Assessment and Mitigation Plan
- Definition of additional performance indicators
- Development of the PCM QA Guidelines and Standards Strategy, which will include all quality prerequisites for project outputs, activities and processes
- Development of various evaluations tools for i) lectures; ii) teaching materials; iii) events; iv) other awareness raising and communication activities
- Annual QA reports

3. Monitoring and evaluation

The project monitoring and control process aims at tracking and reviewing the project and is undertaken from the initiation of the project to its closure. Various activities performed during this process assess if the project is being run in accordance with the established plan.

A continuous tracking will be executed for all project-related metrics including team performance and task duration; identifying potential problems and taking corrective actions necessary to ensure that the project is within scope, on budget and meets the specified deadlines.

In the continuous and periodic monitoring process the following questions will be answered:

- Are tasks being carried out as planned?
 - Are there any unforeseen consequences that arise as a result of these tasks?
 - How is the team performing at a given period of time?
 - What are the elements of the project that need changing?
 - What is the impact of these changes?
 - Will these actions lead to the expected results?
- The **project manager** will be responsible for monitoring and will:
- Maintain accurate and up-to-date information about the project status and performance throughout the project lifecycle.
 - Evaluate the actual performance of a project versus the desired and planned performance based on the original schedule and indicators.
 - Offer project estimations and performance insights that can be used to update the schedule and budget.
 - Determine if corrective or preventive measures are required.
 - Assess the effectiveness of effected changes and provide information that supports forecasting at different phases.

2.1.3 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, trainer/teacher, technical personnel, administrative personnel etc. and describe shortly their tasks. Provide CVs of all key actors (if required by the Call document/Programme Guide).</i></p>		
Name and function	Organisation	Role/tasks/professional profile and expertise
<p>Prof. Dr. Boglárka Koller JM Chair holder</p>	<p>University of Public Service, Department of European Studies</p>	<p>Role: leading the JM Chair project, coordinating the activities, responsible for the implementation and deliveries.</p> <p>Boglárka Koller (1974) is a full professor, researcher, head of Department of European Studies at the University of Public Service – Ludovika (NKE). She graduated at the Corvinus University, Budapest as an economist in 1998; she also holds an MA in Nationalism Studies from the Central European University, Budapest and an MSc in European Studies from the London School of Economics and Political Science and a PhD in International Relations from Corvinus University. She habilitated in 2016 and was appointed as a full professor in 2020. Her main research areas theories and policy-making and identity issues in the European Union. She has numerous publications within and outside Europe. Her latest co-edited book ‘The Regional World Order’ was published in the USA at Lexington in 2019. She published her chapter on ‘Differentiated Union. The Only Way Forward or One That Leads to Desintegrations?’ in L’Europe, une fracture á retardement volume edited by Violaine Delteil and Xavier Richet, L’Harmattan in Paris in 2019. Her current research focuses on the political economy of the Eurozone and the euro as an identity issue in the common Europe. Her newest co-edited volume will be published by Routledge UK in July 2021. https://www.routledge.com/The-Political-Economy-of-the-Eurozone-in-Central-and-Eastern-Europe-Why/Arato-Koller-Pelle/p/book/9781032034676</p> <p>She has more than twenty years’ teaching experience in the area of European Studies at each level of education (BA, MA, PhD) in</p>

		<p>Hungary and worldwide. She taught at the University of Amsterdam (UVA), the Anglo-American University of Prague, the Ecole de Commerce Européenne de Bordeaux, the Cyprus P.A. College, the Otto-Friedrich Universität, Bamberg, the Vietnam Viet-Hung University, the Hanoi and the Hong Bang University International, Saigon, the Atilim University of Ankara, and the Spanish Universidad de Huelva. She is a trainer at the Hungarian Diplomatic Academy and a course leader and trainer at the postgraduate EU-career programme of University of Public Service.</p> <p>Apart from the academic roles, she has numerous leadership positions. She is the vice-rector of the University of Public Service – Ludovika, member of the Board of the Hungarian United Nations Association, member of the Social Sciences Committee of the Hungarian Accreditation Committee and head of the Editorial Board of the European Mirror Scientific Journal and member of the Public body of the Hungarian Academy of Sciences, IX. Class, Committee on Political Sciences and elected vice-president of the Central European Political Science Association (CEPSA).</p> <p><i>* Detailed CV with list of publications is attached as annex to the proposal.</i></p>
<p>Dr. habil. Attila Marján senior researcher, habilitated associate professor</p>	<p>University of Public Service, Department of European Studies</p>	<p>Role: as a senior member of the staff, contributing to delivering excellent teaching to students and training young professionals. He has special expertise in the fields of economics.</p> <p>Attila Marján (1971), economist with a legal degree, and Ph.D. in international relations (2003) has a dual career in public service/diplomacy and academia. He has 16 years of experience in EU diplomacy and at the European Commission (since 1999) . After having worked as Brussels-based diplomat (head of economic and financial unit of the Hungarian Permanent Representation) for several years, he joined the European Commission in 2004. He was cabinet member of EU Commissioners. Later he worked for the European Commission’s Education Directorate General on higher education cooperation, the Erasmus+ and the Jean Monnet programmes. He recently resumed his academic activities as associate professor.</p> <p>He also has almost 20 years of experience in university education and academic research in the field of EU studies, international relations and geopolitics. He was trainer of École Nationale D’Administration (ENA, Paris) and the World Bank on EU policies, institutions and decision-making between 2011 and 2013. He is habilitated doctor and private university professor of the Budapest Corvinus University. He is associate professor of the National University of Public Service in Budapest (the university for diplomacy, public administration and military staff). He is also associate professor of the Széchenyi University (Győr, Hungary).</p> <p>He was public policy scholar of the Washington-based Woodrow Wilson Center (2008, 2010) and visiting scholar of the Florence-based European University Institute (2011). He published about a hundred papers and ten books on geopolitics, EU policies and international affairs. His book, titled ‘Europe’s Destiny’ published by the Johns Hopkins University Press (USA) was selected as best academic title in 2010 in the USA.</p> <p>Between 2012 and 2014 he was European research director of the Hungarian Institute of International Relations, the think-tank of the Ministry of Foreign Affairs. Between 2012 and 2015 he was head of International and EU Department of the National University of Public Service in Budapest. He is a trainer at the Hungarian Diplomatic Academy’s High Level Training Department (Diplomáciai Akadémia Vezetőképző). Trainer at the postgraduate EU-career programme of Ludovika University.</p>

		<p>He was member of the Managing Board of the Fulbright Schuman Program in 2016-2018 in Brussels.</p> <p>He is a regular speaker of international conferences on geopolitics, international and EU affairs. He gave lectures in several European countries, the USA and at leading Chinese universities.</p> <p>He is project manager for several university cooperation programmes.</p> <p>He has several years of experience in international higher education cooperation activities (international inter-university cooperation agreements with EU and overseas universities.)</p> <p><i>* Detailed CV with list of publications is attached as annex to the proposal.</i></p>
<p>Dr. Tibor Ördögh junior researcher, adjunct professor</p>	<p>University of Public Service, Department of European Studies</p>	<p>Role: as a junior member of the staff, contributing to delivering excellent teaching to students and organising events. He has special expertise in the fields of political science. His regional expertise and language skills (Serbian) in Balkan contributes to deliver results in the Erasmus+ partner institutions.</p> <p>Tibor Ördögh (1985), political scientist and international relations expert with a Ph.D. in political science (2014).</p> <p>He holds degrees from Eötvös Loránd University (Political Sciences – MSc) and Corvinus University (International Relations – MSc), earned his PhD at Eötvös Loránd University. He has ten years of teaching experience.</p> <p>From 2011 he has been a lecturer in Eötvös Loránd University (Budapest), Faculty of Law, Institute of Political Studies. 2012-2016 he was a lecturer at Pannon University (Veszprém), Faculty of Modern Philology and Sciences, Institute of Social Science and International Studies. From 2016 he has been an adjunct professor at the Department of European Studies, the Faculty of Public Governance and International Studies, NKE.</p> <p>He has extensive research background. He was the leader of Ludovika Research Group of Europeanization in the Balkans 2017-2018.</p> <p>His specialization is EU enlargement policy, EU policy-making and Balkan studies.</p> <p><i>* Detailed CV with list of publications is attached as annex to the proposal.</i></p>
<p>Edina Zsigmond, project manager</p>	<p>University of Public Service, International Directorate</p>	<p>Role: as an experienced project manager having expertise in the field of public diplomacy, her role is to ensure activity in the JM network and deliver results to a wider international audience.</p> <p>Edina Zsigmond (1979) is a former diplomat, working with the university since 2019. She has been a project manager for EU funded programmes as of 2005.</p> <p>She has experience in EU regional and cohesion funds and Erasmus. Lately she coordinated the consortium activities and drafted a Strategic Partnership in Higher Education project called EUSecure (Interdisciplinary training on EU security, resilience and sustainability) that was awarded 335.000 euros and now she is managing its implementation regarding the operative, administrative and financial parts.</p> <p>As a diplomat Ms Zsigmond was responsible for the drafting of the Stipendium Hungaricum programme, today the most successful international mobility programme in Hungary after Erasmus. She has been working on EU affairs for many years, has been the proof-reader of number of EU study books, author of university study materials on</p>

		<p>EU communication and protocol, and worked as a trainer among others in career management, intercultural communication and conflict resolution.</p> <p><i>* Detailed CV with list of publications is attached as annex to the proposal.</i></p>
--	--	---

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.

Insert text

2.1.4 Cost effectiveness and financial management

Cost effectiveness and financial management *(n/a for JMO Chairs and JMO Modules)*

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.

Insert text

2.1.5 Risk management

Critical risks and risk management strategy

Describe critical risks, uncertainties or difficulties related to the implementation of your project, and your measures/strategy for addressing them.

Indicate for each risk (in the description) the impact and the likelihood that the risk will materialise (high, medium, low), even after taking account the mitigating measures.

Note: *Uncertainties and unexpected events occur in all organisations, even if very well-run. The risk analysis will help you to predict issues that could delay or hinder project activities. A good risk management strategy is essential for good project management.*

Risk No	Description	Work package No	Proposed risk-mitigation measures
R.1	Not suitable number of students enrolling in the proposed courses	medium	Proper promotion of the new courses should make students aware of the availability of the new courses
R.2	Low number of interested partners in the planned events	medium	A promotion campaign shall ensure the desired number of participants. If necessary, events can be repeated in a virtual platform or other cost-effective ways

R.3	Pandemic inhibits roadshow	high	alternatively an online roadshow will be organized
R.4	Pandemic inhibits conference	high	The conferences will be organized in a way that virtual participants can also take part, including in the interactive parts
R.5	Colleague from the project team leaves organization	low	Colleagues who may leave can be substituted with other professors of the faculty.
R.6	SZIGET and VOLT festivals will fall through due to COVID	high	Alternative online events or campaigns will be planned
R.7	SZIGET and VOLT organizers will refuse cooperation	low	We have good working relationship with the Hungarian EU Delegation, main organizer of the 'EU Tent' on SZIGET
R.8	Conflict between colleagues in the project	low	A third party within the university can help resolve conflict, in worst case, the team can be modified
R.9	Deadlines not met	medium	Proper control and timely preparation of activities can ensure deadlines are met
R.10	Declared number of teaching hours not met	low	Highly unlikely possibility due to serious illness, resolution will be sought for together with grant provider.

2.2 PARTNERSHIP AND COOPERATION ARRANGEMENTS

2.2.1 Consortium set-up

<p>Consortium cooperation and division of roles (if applicable)</p> <p><i>Please address the points presented in the Call document/Programme Guide under the criterion 'Partnership and Cooperation arrangements.'</i></p>
<p>Not applicable</p>

2.2.2 Consortium management and decision-making

<p>Consortium management and decision-making mechanisms(if applicable)</p>
<p>Not applicable</p>

3. IMPACT

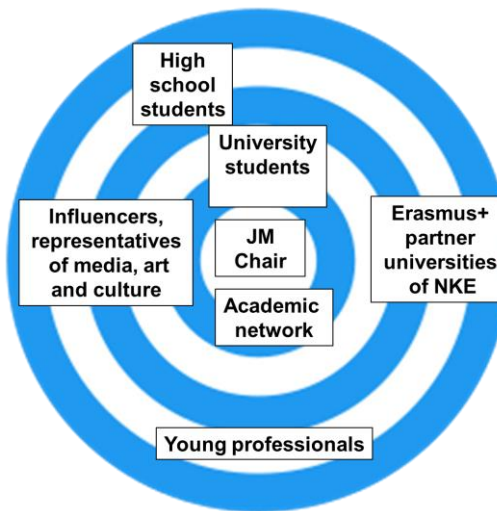
3.1 Impact and ambition

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?

Describing the impacts of the project, it is **best to visualise it as concentric circles** since the priority **target groups can be also grouped as concentric circles** and also because of the role of the Department of European Studies at the University of Public Service headed by the JM Chair, which is planned to be the institutional knowledge centre and the starting entity for all JM chair activities.



The **first priority target group, the university students** (BA, MA, PhD – age 18-27+) and **postdoc, researchers, senior scholars in Hungary and in Erasmus+ partner countries** who are not only EU Studies majored but studying in other disciplines (e.g. public administration, engineering, water sciences, military sciences of law enforcement) will benefit from the JM project immediately after project implementation starts. Targeted students are going to become familiar with all the theoretical and practical concepts of EU resilience; learn how to develop policy proposals and apply the resilience assessment methodology; develop a strategic, critical and innovative mind set to examine EU affairs in a global context and be able to identify current EU political and policy challenges; acquire valuable knowledge on the institutional, political structure of the EU and its member states; develop strong oral and written argumentative and debating skills; will be able to research, analyse and synthesize data in a comprehensive manner. Among university students, PhD students have special roles in the long-term implementation of the program, as they represent the academic supply for the future. PhD supervision is an essential element of the project short, medium and long term.

All the courses developed are going to be offered for Erasmus+ partners including Western Balkan institutions too. The courses developed are planned to become integral part of the official degree programs and non-degree trainings of the university as medium and long-term impacts of the project.

The **second target group, the high school students** in less developed regions are more away from the core activities of a university professor, but crucial targets in order to ensure the full inclusivity of the project. High school students are very important targets for the universities since they will later become university students. Additionally, the identity of this age group (14-18) is still in the process of identity-formation. Short term, during the implementation of the JM chair project, 8 high schools are going to be reached through the roadshow. Later, medium and long term, it is planned to approach other schools in Hungary and abroad (by establishing cross border networks as well) and build a dense network of 25+ high school students who ready to discuss and debate strategic issues of Europe.

As a **third target group**, I plan to interact with opinion leaders and **influencers, representatives of media, art and culture**. They are another layer among the reachable targets; non-academic, but can effect affect academic activities intensively and are especially important for the project implementation because of the concept (identity-based resilience). I regard them as catalyst and laud and powerful mediators of the messages of the project. In order to maintain the long-term impact the project, I will build individual and institutional relationship with them.

The JM Chair program is expected to have an immediate effect on the **young professionals (fourth target)** willing to pursue an EU related career. The University of Public Service has a unique position in

Hungary. We are the only university in Hungary that runs a postgraduate EU-career programme. It is a very popular program where we select 25 individuals from 500 applicants and provide innovative training including an EPSO course for the participants. The JM chair and other team members of the project are involved as instructors and trainers in this program which ensures the immediate and short-term impact of the project on public servants and young professionals (1-3 years' experience in public service) interested in European careers. As a medium and long term effect they will profit from the capacities built in the multimedia-training course.

Communication tools, dissemination channels and events reinforce the interconnectedness of each target group and project element. In doing so, they contribute to building a knowledge network that can be operated in the long run. Among the communication tools, the bEU microsite planned to be maintained as a long-term digital tool for the network.

Our activities also aim to serve as a hub for local youth debates under the umbrella of the recently launched Conference on the future of the European Union initiative.

As a future ambition, after the implementation of the JM chair program, **I plan to remain an active member of the Jean Monnet community and later establish a Centre of Excellence at the University of Public Service, Budapest.**

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.

Our dissemination strategy is **designed to reach the four priority target groups of the project.** (university students and academic network in Hungary and in Erasmus+ partner countries (1); high school students in disadvantaged regions of Hungary (2); Hungarian opinion leaders, influencers in media and culture (3); public servants and young professionals (4)).

In order to identify and reach the target groups we will conduct a so called **Stakeholder Mapping** at the launch of the project on local, regional, national and international level. The **database created** can be used for tailored communication during implementation of the project.

The central point of all of JM Chair's and the team's activity is going to be the **'bEU' microsite**. It is planned to be launched 6 months after the start of the project. It is going to be a microsite developed on the website of University of Public Service by inviting all the Erasmus+ partner universities of NKE to the platform. University students and the academic network will be informed about the launch of the site through personalised messages.

After the launch of the microsite, we plan to **measure the success of the platform**. In order to measure the website's success we can/will use the following metrics:

- **Consumption Metrics:** examples: page views tracking how many people read which content. If there is video content/video views: how many people watched the video. Document views: tracking the number of readers of any documents embedded on the website or the number of downloads.
- **Sharing metrics:** tracking how many people have shared the content on what platform by providing social share buttons like Facebook, Instagram, Twitter, LinkedIn. Back linking and cross reference traffic with other websites can be measured as well.
- **Lead generation:** measuring the number of people who react to call-to-action/filling out forms/surveys or number of participants registering to events through the website.

Description of all new courses that are developed will be available on **Moodle e-learning system** as well, which is the authorized e-learning system of the university. Students are going to get personalised messages of each new teaching materials and program elements through **Student Information System** (called **NEPTUN**) as well. Our newly developed, innovative curricula at the University of Public Service and the e-learning content will be offered for partner universities. For the wider university and academic public, we aim to use **channels as You Tube** by uploading short webinars, propagating those on **Twitter, Research Gate and LinkedIn** too. University of Public Service has its **own studio and regular television channel 'Ludovika TV'** that provides a further tool for dissemination.

The high school students are going to be reached by a **nationwide roadshow** in Hungary. We plan to go there with PhD students and young scholars and **organise interesting, informative and informative on-site events** for them. Before deciding on the main topic of the event, we plan to consult the teachers at the high school. In order to reach to a wider audience and the youth in particular, we plan to appear at **cultural festivals** (e.g. SZIGET or VOLT) of Hungary once during the project implementation. With this **unusual, non-academic dissemination tool**, we would like to demonstrate that what we think that **expressing European identity does not need to be always serious and at the level of academic discussion. Europe is also about entertainment and pop culture.** In order to reach to a wider public, social media is going to be exploited too.

For public servants and young professionals we are going to advertise our interactive training course on the 'bEU' microsite. In order to be able to discuss the scientific findings with a wider scientific community, as the Jean Monnet Chair, I also plan to **participate as speaker and/or panel chair at relevant conferences and scientific networks in Europe (UACES, ECPR, CEPSA) and outside Europe (IPSA, APSA, CES).**

Finally, the **existing Jean Monnet platforms** (Jean Monnet Directory and Jean Monnet virtual community) are going to be used in order to inform the wider scholarly network about our activities and also in order to embed/integrate NKE to the international academic network.

As the project evolves, a set of dissemination materials will be produced; including **leaflets, posters, brochures** etc. in English and Hungarian helping the targeted dissemination of project endeavours, activities and results.

EU-wide and international promotion of the project will be ensured also by the Chair's participation in conferences and other networking events where the project and its outputs will also be presented.

To reach the aforementioned objectives the 'bEU' micro-site will be connected to various stakeholders' sights and will be developed both in English and in Hungarian.

In addition to the above, the project team will embark on strategic networking activities with relevant stakeholders to ensure the sustainability of the project outputs.

And finally yet importantly, we plan to develop our **own logo and image for the Jean Monnet bEU platform** and produce our molinos, posters and visuals for communication. Visibility of funding will be ensured with these dissemination materials.

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?

NKE will **continue teaching the 3 courses** ('Smart resilience strategies in the EU' – MA debating seminar; 'Activating European citizens – EU narratives and identity' – Specialised MA interactive course and one multimedia training course 'Vectors of the differentiated integration in the EU' for young professionals) developed during the implementation of the JM Chair project remain for a minimum of 5 years as part of the normal curricula. In the follow-up period, the courses are planned to be fine-tuned due to the experiences gathered during project implementation.

The **OER teaching materials remain in use** for the students of NKE but also for Erasmus+ partner institutions. The innovative methodology of the courses including debating sessions, group discussions, multi-media training etc. can be applied in other course of the university and can contribute to **bring European Studies closer to the hearts of students not normally dealing with European integration.** Civil engineering, law enforcement, military sciences as well public administration students of NKE will be attracted in growing numbers due in the aftermath of the project.

NKE will gain from the project by **developing a stronger research base** in the above topics and **multiplying its research findings.** PhD supervision and active involvement of **postdoc scholars** will contribute to achieve these goals after project implementation. **Peer-reviewed publications** will be produced after ending the project. JM Chair project also contributes to strengthen the role of the *European Mirror (Európai Tükör)* Hungarian-English journal of the university by making the publications in EU policy-

issues more attractive. (*The JM Chair is currently the head of the Editorial Board of this journal.)

The **new approach of identity-based resilience** will be seeded in a new generation of young professionals, decision makers and public service officials, who graduate from NKE or trained as employees already working in EU-related positions at ministries, foreign service or other institutions.

With JM Chair program our aim is also to **strengthen European Studies education and research in Hungary** and change the currently available 'passive way' of teaching EU subject to '**an active way of transferring knowledge and improving the strategic skills of the young individuals**'. Currently, there are not many European Studies departments at Hungarian universities or there are only some institutions having a specific European Studies research portfolio. As a long-term effect of the JM Chair project we would like change this.

The **project outcomes will be available for the Erasmus+ partner institutions** with special focus on the Western Balkan countries and thus will provide the University with new national and international reputation in the future, since we plan to **exploit opportunities lying the network of Jean Monnet Chair in the wider European higher educational sphere**.

The immediate results of implementation of the JM Chair project will result in attracting more talented students, and more cutting-edge research ideas and projects that will result in **strengthening the Department of European Studies at NKE**. The increased capacity of the Department of European Studies will result in gaining **new financial resources** and being able to launch **new research groups**. In the long run, we see the project as the next step towards creating a Jean Monnet Centre of Excellence at NKE in the future.

As far as dissemination concerned, the **microsite 'bEU' will be maintained long term** and hopefully will be developed as a website and meeting place for young people (not only university students but also high school students and young professionals etc.) interested in the EU. The **'bEU' becomes a brand an online platform with its own visual identity** that will enable to a wider global audience and connect other institutions that have European Studies programs with NKE, Department of European Studies. The continued presence on **social media** and the **involvement of influencers** will continue in the future.

Building **strategic relationship with high schools** in less developed regions will be maintained in the future. The number of high schools that will be reached by EU Studies going to be increased from 8 to 25 in five years after the end of the JM Chair project.

Finally, we envision a **lasting presence of the NKE and the Department of European Studies** in the JM network and we plan to work with JM network members in other projects and pursue academic and research activities after the project implementation in the future.

4. WORK PLAN, WORK PACKAGES, TIMING AND SUBCONTRACTING

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)).

Jean Monnet Chair activities are built around the concept of identity-based resilience.

The tasks and the linked deliverables listed in WP1 (bEU) serve to meet the main goals and the general objectives of the project.

Besides the activities directly contributing to the project objectives, the detailed Work Plan shall also provide for the right implementation and management of the project including operative management, financial management, quality control and reporting.

Thus the Work Plan shall consist of the following elements:

1. Project Management activities
2. Curriculum Development including OER development
3. Teaching activities and PhD supervision
4. Publication activities
5. Dissemination activities including the use and management of the online platform (bEU microsite)
6. Dissemination/multiplier activities via annual conferences
7. Dissemination/multiplier activities via the participation in a major cultural event in Hungary
8. Multiplier activities via the High School Roadshow

The detailed Work plan to be established upon project initiation shall specify the details of each activities including:

- preparatory measures (including administrative and logistics needs and arrangements)
- work methodology
- timeframe and schedule
- content matter / drafts
- benchmarks for desired outputs

-responsibilities within the project team
-etc.

4.2 Work packages and activities

WORK PACKAGES

This section concerns a detailed description of the project activities.

*Group your activities into work packages. **A work package means a major sub-division of the project.** For each work package, enter an objective (expected outcome) and list the activities, milestones and deliverables that belong to it. The grouping should be logical and guided by identifiable outputs.*

Projects should normally have a minimum of 2 work packages. WP1 should cover the management and coordination activities (meetings, coordination, project monitoring and evaluation, financial management, progress reports, etc) and all the activities which are cross-cutting and therefore difficult to assign to another specific work package (do not try splitting these activities across different work packages). WP2 and further WPs should be used for the other project activities. You can create as many work packages as needed by copying WP1. The last WP should be dedicated to Impact and dissemination.

For very simple projects, it is possible to use a single work package for the entire project (WP1 with the project acronym as WP name). For Jean Monnet Chairs and Jean Monnet Modules, it is recommended to use only 1 work package

 *Enter each activity/milestone/output/outcome/deliverable only once (under one work package).*

Work Package 1

Work Package 1: [bEU]

Duration:

M1 – M36

Lead Beneficiary:

NKE (University of Public Service)

Objectives

List the specific objectives to which this work package is linked.

1. Implementing excellent teaching, research and training in the field of EU Studies and beyond:

- Developing and offering practice-oriented, interactive courses;
 - “Smart resilience strategies in the EU” (MA course)
 - “Activating European citizens – EU narratives and identity” (MA course)
 - “Vectors of the differentiated integration in the EU” (multimedia training course)
- Motivating students for innovation, idea-generation and strategic way of thinking in order to answer the current EU challenges;
- Training and mentoring young scholars, teachers and PhD students;
- Implementing new methodology in teaching, including Open Educational Resources (e.g. YouTube webinars, Moodle e-learning packages);
- Providing teaching and training to non-EU studies students such as engineer, law enforcement, military sciences students of NKE;
- Publishing widely on EU related issues in peer-reviewed journals and books.

2. Promoting debate on future of EU related issues among university students and high school students nationwide and internationally; **building a vibrant and inclusive network for Europe:**

- Fostering the pro-Europe thinking and attitude in Hungary and among Erasmus+ partner universities;
- Organizing activities (conferences, seminars/webinars, workshops, public lectures etc.) targeting policy makers, young professionals at local, regional and national level as well as civil society;
- Exploiting the potential of digitalisation and social media in communicating about strategic issues of Europe.

Activities (what, how, where) and division of work

Provide a concise overview of the work (planned tasks). Be specific and give a short name and number for each task.

*Show who is participating in each task: Coordinator (COO), Beneficiaries (BEN), Affiliated Entities (AE), Associated Partners (AP), indicating **in bold** the task leader.*

Add information on other participants' involvement in the project e.g. subcontractors, in-kind contributions.

Note:

In-kind contributions: In-kind contributions for free are cost-neutral, i.e. cannot be declared as cost. Please indicate the in-kind contributions that are provided in the context of this work package.

The coordinator remains fully responsible for the coordination tasks, even if they are delegated to someone else. Coordinator tasks cannot be subcontracted.

If there is subcontracting, please also complete the table below.

Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	

T1.1	MA debating seminar: 'Smart resilience strategies in the EU'	Developing a compulsory debating seminar for MA students (See draft outline)	Prof. Dr. Boglárka Koller (NKE)	BEN	No
T1.2	MA specialised interactive course: 'Activating European citizens – EU narratives and identity'	Developing a compulsory MA course (See draft outline)	Prof. Dr. Boglárka Koller (NKE)	BEN	No
T1.3	Multimedia training course: 'Vectors of the differentiated integration in the EU'	Developing a multi-media training course for young professionals (See draft outline)	Prof. Dr. Boglárka Koller (NKE)	BEN	No
T1.4	Open Educational Resources	Developing Open Educational Resources for the three newly developed courses in Moodle, and in the form of Youtube webinars. The newly developed teaching materials will be shared with non-European Studies majored BA and MA students. The students of the Faculties of Public Governance and International Studies, Faculty of Water Sciences, faculty of Law Enforcement as well as Military Sciences will be provided with innovative new materials. Reaching approximately 350 non-European Studies majored students / academic year.	Prof. Dr. Boglárka Koller (NKE) Dr. habil. Attila Marján (NKE) Dr. Tibor Ördögh (NKE)	BEN	No
T1.5	PhD supervision	Offering EU identity related topics in two PhD schools of Hungary (NKE, Doctoral schools of Public Administration and ELTE Doctoral School of Political Sciences) for Hungarian and international students. Mentoring them and training them for their future academic and professional careers. 5 PhD students / academic year will be supervised.	Prof. Dr. Boglárka Koller (NKE) Dr. habil. Attila Marján (NKE) Dr. Tibor Ördögh (NKE)	BEN	No

T1.6	Publications	In order to reach the wider academic and professional network 2 peer-reviewed journal articles or book chapters will be published by the JM Chair in each academic year.	Prof. Dr. Boglárka Koller (NKE) Dr. habil. Attila Marján (NKE) Dr. Tibor Ördögh (NKE)	BEN	No
T1.7	bEU Microsite	Creating the bEU online platform on the website of NKE as a virtual platform for online communication and networking with the stakeholders, media and academic audience. Developing the microsite in the first year of implementing the project. Inviting Erasmus+ partner universities and other stakeholders to the site is a planned achievement too.	Prof. Dr. Boglárka Koller (NKE) Dr. habil. Attila Marján (NKE) Dr. Tibor Ördögh (NKE) Edina Zsigmond (NKE)	BEN	No
T1.8	Events	Organising one public lecture or workshop or conference per one academic year. Reaching approximately 100 persons.	Prof. Dr. Boglárka Koller (NKE) Dr. habil. Attila Marján (NKE)	BEN	No

			Dr. Tibor Ördögh (NKE) Edina Zsigmond		
T1.9	EU debate corner at a cultural festival	Organising an EU debate corner at one of the most prestigious music or cultural festival (e.g. Sziget or Volt) of Hungary once during the project implementation.	Prof. Dr. Boglárka Koller (NKE) Dr. habil. Attila Marján (NKE) Dr. Tibor Ördögh (NKE) Edina Zsigmond (NKE)	BEN	No
T1.10	High school roadshow	Developing and organising a nationwide roadshow to 8 high schools in less developed regions of Hungary with a thematic workshop for students. Reaching 30 high school students at each high school. Implementation is planned in the third year of the project.	Prof. Dr. Boglárka Koller (NKE) Dr. habil. Attila Marján (NKE) Dr. Tibor Ördögh (NKE) Edina Zsigmond (NKE)	BEN	No
<p>Milestones and deliverables (outputs/outcomes)</p> <p><i>Milestones are control points in the project that help to chart progress. Use them only for major outputs in complicated projects. Otherwise leave the section on milestones empty.</i></p>					

Means of verification are how you intend to prove that a milestone has been reached. If appropriate, you can also refer to indicators.

Deliverables are project outputs which are submitted to show project progress (any format). Refer only to major outputs. Do not include minor sub-items, internal working papers, meeting minutes, etc. **Limit the number of deliverables to max 10-15 for the entire project.** For Jean Monnet Chairs and Jean Monnet Modules, it is recommended to limit the number of Deliverables to max 3-5. You may be asked to further reduce the number during grant preparation.

For deliverables such as meetings, events, seminars, trainings, workshops, webinars, conferences, etc., enter each deliverable separately and provide the following in the 'Description' field: invitation, agenda, signed presence list, target group, number of estimated participants, duration of the event, report of the event, training material package, presentations, evaluation report, feedback questionnaire.

For deliverables such as manuals, toolkits, guides, reports, leaflets, brochures, training materials etc., add in the 'Description' field: format (electronic or printed), language(s), approximate number of pages and estimated number of copies of publications (if any).

For each deliverable you will have to indicate a due month by when you commit to upload it in the Portal. The due month of the deliverable cannot be outside the duration of the work package and must be in line with the timeline provided below. Month 1 marks the start of the project and all deadlines should be related to this starting date.

The labels used mean:

Public — fully open (🚩 automatically posted online on the Project Results platforms)

Sensitive — limited under the conditions of the Grant Agreement

EU classified —RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision [2015/444](#).

Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D1.1	Curriculum development and Development of Online Educational Resources; PhD supervision	1	NKE	R	PU	M1/M12/M12	Development of 3 accredited university classes and related OER taught in Hungarian
D1.2	Publications	1	NKE	OTHER	PU	M6-36	English and/or Hungarian, online and printed publications
D1.3	bEU microsite	1	NKE	DEC	PU	M7-36	English & Hungarian microsite

D1.4	Events: Yearly bEU conferences / Debate Corner on a major youth festival	1	NKE	R	PU	M8, M20, M24, M32	3 conferences, 3*100 participants each, 1 debate corner on a major festival. Documents produced: brochure, invitation, agenda, signed presence list, report of the event, presentations, evaluation report, feedback questionnaire
D.1.5	High school roadshow	1	NKE	R	PU	M25-34	8 stations, 8*1 days for 30 high school students each. Documents produced: brochure, invitation, agenda, signed presence list, report of the event, training material package, presentations, evaluation report, feedback questionnaire

Estimated budget — Resources

For Jean Monnet Lump Sum Grants, see detailed budget table/calculator (annex 1 to Part B; see [Portal Reference Documents](#)).
The estimated budget amounts to 45.340 euros, the lump sum grant request amounts to 34.000 euros.

Events

Events

*This table is to be completed for events that have been mentioned as part of the activities in the work packages above
Give more details on the type, location, number of persons attending, etc.*

Event No (continuous numbering linked to WP)	Participant	Description					Attendees
		Name	Type	Area	Location	Duration (days)	Total
E1.1-3	Chair+team & NKE, variety of stakeholders	bEU Yearly Conference	conference/workshop	Topics: Smart resilience strategies in the EU, European citizenship, EU narratives and identity, Differentiated integration in the EU	Budapest, Hungary	3*1=3	300
E1.4	Chair+team & Open Public	EU debate corner at a festival (SZIGET or VOLT)	event	Topics: Smart resilience strategies in the EU, European citizenship, EU narratives and identity, Differentiated integration in the EU	Budapest/Sopron, Hungary	2	500 young participants
E1.5-12	Chair+team & 8 selected high schools	High school roadshow	workshop	Topics: Smart resilience strategies in the EU, European citizenship, EU narratives and identity, Differentiated integration in the EU	Hungary (cities tbc. later)	8*1=8	8*30=240 students 8*2=16 high school teachers

4.3 Timetable

Timetable (projects up to 2 years)	
<i>Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary.</i>	
<i>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.</i>	
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 - ...																									
Task 1.2 - ...																									

Timetable (projects of more than 2 years)

Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary.

Note: Use actual, calendar years and quarters. In the timeline you should indicate the timing of each activity per WP. You may add additional columns if your project is longer than 6 years.

ACTIVITY	YEAR 1				YEAR 2				YEAR 3				YEAR 4				YEAR 5				YEAR 6			
	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 - MA debating seminar: 'Smart resilience strategies in the EU'																								
Task 1.2 - MA specialised interactive course: 'Activating European citizens – EU narratives and identity'																								
Task 1.3 - Multimedia training course: 'Vectors of the differentiated integration in the EU'																								
Task 1.4 - Open Educational Resources																								
Task 1.5 - PhD supervision																								
Task 1.6 - Publications																								
Task 1.7 - bEU Microsite																								

Task 1.8 - Events																						
Task 1.9 - EU debate corner at a cultural festival																						
Task 1.10 - High school roadshow																						

4.4 Subcontracting

Subcontracting *(n/a for Jean Monnet Chairs and Jean Monnet Modules)*

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 to 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 project coordination tasks).

Work Package No	Subcontract No <small>(continuous numbering linked to WP)</small>	Subcontract Name <small>(subcontracted action tasks)</small>	Description <small>(including task number and BEN to which it is linked)</small>	Estimated Costs <small>(EUR)</small>	Justification <small>(why is subcontracting necessary?)</small>	Best-Value-for-Money <small>(how do you intend to ensure it?)</small>
	S1.1					
	S1.2					

Other issues:

If subcontracting for the project goes beyond 30% of the total eligible costs, give specific reasons:

5. OTHER

5.1 Ethics

<p>Ethics (if applicable)</p> <p><i>If the Call document/Programme Guide contains a section on ethics, describe ethics issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.</i></p> <p><i>Describe how you will ensure gender mainstreaming and children's rights in the project activities.</i></p>
<p>Not applicable.</p>

5.2 Security

<p>Security</p>
<p>Not applicable.</p>

6. DECLARATIONS

Double funding	
Information concerning other EU grants for this project	YES/NO
<p>⚠ Please note that there is a strict prohibition of double funding from the EU budget (except under EU Synergies actions).</p>	
<p>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. Erasmus, EU Regional Funds, EU Agricultural Funds, European Investment Bank, etc). If NO, explain and provide details.</p>	YES
<p>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. Erasmus, EU Regional Funds, EU Agricultural Funds, European Investment Bank, etc). If NO, explain and provide details.</p>	YES

<p>Financial support to third parties (if applicable)</p>
<p>Not applicable.</p>

ANNEXES

LIST OF ANNEXES

- List of previous projects
- JMO Chair Teaching Hours (Calculator)

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)
Prof. Dr. Boglárka Koller	Project ID - 565087-EPP-1-2015-1-HU-EPPJMO-MODULE, Jean Monnet Module for European Public Policy Jean Monnet Module	2015-2018	BEN		
Prof. Dr. Boglárka Koller	Project ID: 2020-1-HU01-KA203-078719, “EUSecure”: An Interdisciplinary Training on EU Security, Resilience And Sustainability, Strategic Partnership in Higher Education	2020-2023	COO	335.070	www.eusecure.org

JMO Chairs Teaching Hours				
The lump sum is calculated based on the total number of teaching hours. A Jean Monnet Chair must include a minimum of 90 teaching hours per academic year . Insert as many rows as needed.				
Name of the Professor	Year 1 Hours	Year 2 Hours	Year 3 Hours	TOTAL HOURS
Prof. Dr. Boglarka Koller	120	120	130	370
Prof 2				0
Prof 3				0
Prof 4				0
Prof 5				0
Prof 6				0
Prof 7				0
Prof 8				0
Prof 9				0
Prof 10				0
Total	120	120	130	370
The total amounts can be found in the Programme Guide under specific funding rules for Jean Monnet Chairs. Please double check that the total amount is the same as the requested grant amount entered in the Submission System.				

ANNEX 2

ESTIMATED BUDGET (LUMP SUM BREAKDOWN) FOR THE ACTION

Forms of funding	Estimated EU contribution	
	Estimated eligible lump sum contributions (per work package)	Maximum grant amount ¹
	WP1 bEU	
	Lump sum contribution	
a	b = a	
1 - NKE	34 000.00	34 000.00

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).

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, publicity and dissemination 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).

Access rights for the granting authority, EU institutions, bodies, offices or agencies and national authorities to results for policy purposes

The beneficiaries must grant access to their results — on a royalty-free basis — to the granting authority, other EU institutions, bodies, offices or agencies, for developing, implementing and monitoring EU policies or programmes.

Such access rights are limited to non-commercial and non-competitive use.

The access rights also extend to national authorities of EU Member States or associated countries, for developing, implementing and monitoring their policies or programmes in this area. In this case, access is subject to a bilateral agreement to define specific conditions ensuring that:

- the access will be used only for the intended purpose and
- appropriate confidentiality obligations are in place.

Moreover, the requesting national authority or EU institution, body, office or agency (including the granting authority) must inform all other national authorities of such a request.

Access rights for third parties to ensure continuity and interoperability

Where the call conditions impose continuity or interoperability obligations, the beneficiaries must make the materials, documents and information and results produced in the framework of the action available to the public (freely accessible on the Internet under open licences or open source licences).

COMMUNICATION, DISSEMINATION AND VISIBILITY (— ARTICLE 17)

Additional communication and dissemination activities

The beneficiaries must engage in the following additional communication and dissemination activities:

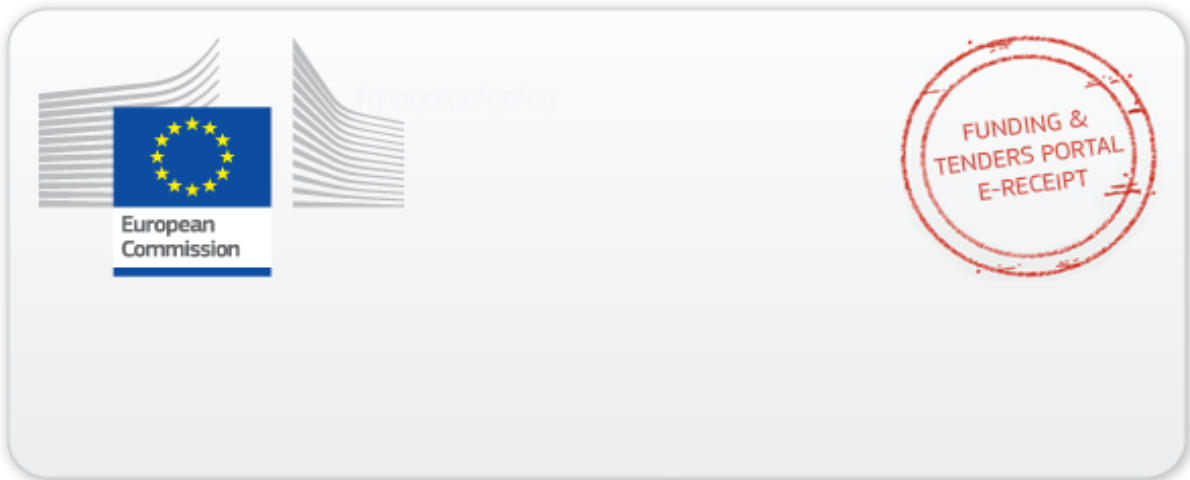
- **present the project** (including project summary, coordinator contact details, list of participants, European flag and funding statement and project results) on the beneficiaries' **websites** or **social media accounts**
- for actions involving public **events**, display signs and posters mentioning the action and the European flag and funding statement
- upload the public **project results** to the Erasmus+ Project Results platform, available through the Funding & Tenders Portal.

SPECIFIC RULES FOR CARRYING OUT THE ACTION (— ARTICLE 18)

EU restrictive measures

The beneficiaries must ensure that the EU grant does not benefit any affiliated entities, associated partners, subcontractors or recipients of financial support to third parties that are

subject to restrictive measures adopted under Article 29 of the Treaty on the European Union or Article 215 of the Treaty on the Functioning of the EU (TFEU).



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>