

PAT - Servizio Emigrazione e Solidarietà Internazionale		
ANNO	TITOLO	FASCICOLO
- 5 AGO. 2015		
B 130	Prot. n.	404181



DIPUTACION DE ZARAGOZA

## PARTNERSHIP AGREEMENT

between

**Autonomous Province of Trento (PAT)**  
**Department for emigration and international solidarity**  
 Head office: Via Gazzoletti, 2 -38122 Trento - Italy  
 As Project leader and duly represented by Mrs. Maurizia Zadra

(Hereinafter referred to as “**the PAT**” or “**Leading Partner**”)

and

**Diputación Provincial de Zaragoza (DPZ)**  
**Área de Bienestar Social y Desarrollo**  
 Head office: Plaza de España, 2 – 50071 Zaragoza, Spain

As Consortium Partner 15, duly represented by : Juan Antonio Sánchez Quero (President of DPZ)  
 (Hereinafter referred to as “**DPZ**” or “**Consortium Partner 15**”)

Concerning the implementation of the project: DCI-NSAED/2014/338-378 „Global Schools: EYD 2015 to embed Global Learning in Primary Education” (hereafter referred to as “**the Project**” or “**the Action**”), which has been awarded a grant by the European Commission (hereafter referred to as “**Contracting Authority**”).



### Preamble

The PAT and the Consortium Partner commit themselves to cooperate to achieve the objectives and results of the Project, guided by the spirit of partnership and by the principles of clarity and transparency. This partnership depends on exchange of information, quality of communication, mutual trust and respect. The formalisation of this Partnership Agreement provides the means to make this partnership exist in a formal, clear and transparent way, beyond its human dimension and trust essential for it to last. The PAT and the Consortium Partner agree to solve the possibly arising disagreements in an amicable way.

The present agreement is subject to the Italian Law and Italian Jurisdiction (see art. 12 of present Partnership Agreement).



## General Part

### Art. 1 General Terms

1.1. The Project and this Partnership agreement are based on the Grant Contract DCI-NSAED/2014/338-378 with the Contracting Authority and must comply with all matters defined within that Contract.

1.2. The Grant Contract between the PAT and the Contracting Authority consists of:

- the Grant Contract and Special conditions
- Annex I: Description of the Action (including the Logical Framework of the Project and the Concept Note)
- Annex II: General Conditions applicable to European Union financed grant contracts for External Actions
- Annex III: Budget of the Action (all worksheets)
- Annex IV: Procurement by grant Beneficiaries in the context of European Union external actions
- Annex VI: Model of narrative and financial report (interim and final)
- Annex VII: Terms of Reference for an expenditure verification of a Union financed grant contract for external actions and model report of factual findings

all of which are integral parts of this Partnership Agreement.

1.3. The following documents are annexed to and form an integral part of this Partnership Agreement:

- Annex A Internal Budget Distribution
- Annex B Reporting and Planning
- \* Annex C Management and Administration of funds

1.4. The Project implementation **starts on 01.04.2015 and ends on 31.03.2018** (total duration: 36 months)

1.5. The total eligible costs of the Project **amount to a maximum of EURO: 2.915.107, 00**, as set out in Annex III

1.6. The funds for this project are being provided by the following institutions/organisations:

a) Contracting Authority: 85% of the eligible costs (max. 2.477.841 EURO)

b) Other Contributions:

- the PAT and the Training Centre for International Cooperation (TCIC), 15% of the assigned budget for a max. amount of 99.758,40 EURO from their own resources or raised from sources other than the European Community budget or the European Development Fund
- the Regione Marche, 15% of the assigned budget for a max. amount of 13.039,61 EURO from its own resources or raised by the Consortium Partner from sources other than the European Community budget or the European Development Fund

- Comunità Volontari per il Mondo (CVM), 15% of the assigned budget for a max. amount of 28.898,40 EURO from its own resources or raised by the Consortium Partner from sources other than the European Community budget or the European Development Fund
- Trócaire and St. Patrick's College of Education, 15% of the assigned budget for a max. amount of 42.026,71 EURO from their own resources or raised by the Consortium Partner from sources other than the European Community budget or the European Development Fund
- Südwind Agentur and the Tiroler Landesregierung (Land Tyrol), 15% of the assigned budget for a max. amount of 44.760,54 EURO from their own resources or raised by the Consortium Partner from sources other than the European Community budget or the European Development Fund
- the Instituto Politécnico de Viana do Castelo, 15% of the assigned budget for a max. amount of 37.609,64 EURO from its own resources or raised by the Consortium Partner from sources other than the European Community budget or the European Development Fund
- Rezekne Municipality, 15% of the assigned budget for a max. amount of 14.013,55 EURO from its own resources or raised by the Consortium Partner from sources other than the European Community budget or the European Development Fund
- Cumbria Development Education Centre (CDEC) 15% of the assigned budget for a max. amount of 37.746,78 EURO from its own resources or raised by the Consortium Partner from sources other than the European Community budget or the European Development Fund
- Le Partenariat and the Ville de Dunkerque, 15% of the assigned budget for a max. amount of 39.159,82 EURO from their own resources or raised by the Consortium Partner from sources other than the European Community budget or the European Development Fund
- Expert Support Association Sdruzhenie (ESA) and the Sofia Municipality-District Serdika, 15% of the assigned budget for a max. amount of 15.443,60 EURO from their own resources or raised by the Consortium Partner from sources other than the European Community budget or the European Development Fund
- People in Need (PIN), 15% of the assigned budget for a max. amount of 24.321,75 EURO from its own resources or raised by the Consortium Partner from sources other than the European Community budget or the European Development Fund
- the Diputación Provincial de Zaragoza (DPZ), 15% of the assigned budget for a max. amount of 40.487,20 EURO from its own resources or raised by the Consortium Partner from sources other than the European Community budget or the European Development Fund

Any interest received on the transferred amount of money has to be reported to the Contracting Authority and is regulated in the Grant Contract and its Annexes.

## **Art. 2 About Rights and Duties of the Parties**

2.1 The PAT and the Consortium Partner agree to join efforts and to maintain close working relationships in order to achieve the objectives of the Project as stated in the Description of the Action in Annex I of the Grant Contract with the Contracting Authority.

2.2. The PAT **guarantees** to provide the Consortium Partner with the financial support as detailed in Annex B of the present Partnership Agreement.

- The PAT will transfer instalments to the Consortium Partner on the condition that the requirements regarding reporting, planning, managing and administration of funds, as stipulated in Annex B and C, are fulfilled by the Consortium Partner.
- The PAT will not be held responsible for partial and/or delayed transfers due to project funds not being timely made available by the Contracting Authority. In that case, the Consortium Partner will be informed immediately and both parties will jointly search for a feasible solution in order to guarantee a smooth implementation of the Project.
- The final balance of the total amount of the EC grant will only be transferred to the Consortium Partner after the complete settlement of the project due to the rules stipulated in the Contract between the PAT and the Contracting Authority.

2.3. The PAT will monitor the implementation of the Project, ensure coordination, maintain regular communication, and assist the Consortium Partner by providing feedback on the progress of activities, proposing modifications and advising on project and financial management.

2.4. The PAT will be the intermediary for all communication between the Consortium Partner and the Contracting Authority. The PAT is responsible for supplying all documents and information to the Contracting Authority which may be required, inform the Contracting Authority of any event likely to affect or delay the implementation of the Action and inform the Contracting Authority of any changes in the legal, financial, technical, organisational or ownership situation of any Consortium Partner.

2.5. Each **Consortium Partner is responsible** for carrying out the Project in accordance with the Description of the Action in Annex I of the Grant Contract and the terms and conditions of this Partnership Agreement. To this purpose the Consortium Partner shall implement the Action with the required care, efficiency, transparency and diligence, in line with the principle of sound financial management and with the best practices in the field.

2.6. The Consortium Partner is responsible for the detailed planning and budgeting, for implementing and directing the Action according to the agreed Project plan as well as for monitoring and reporting (progress reporting and financial reporting) on the Project according to Annex B and for the management and administration of funds according to the rules in Annex C.

2.7. The Consortium Partner will provide the Project with the technical and administrative staff, funds and material, infrastructure, knowledge and information needed to reach the objectives and the expected results in the detailed Project description.

2.8. During the Project implementation the Consortium Partner commits itself to implement the Project during the time stated in Point 1.4, working efficiently and effectively, with due care and expertise and in compliance with the laws, morals and manners of the respective country.

2.9. The Consortium Partner is obliged to use the Project funds properly and only for purposes indicated in the Project description. In case that funds are used for other purposes without the written approval of the Contracting Authority (received through the PAT), the Consortium Partner will be held liable for hampered implementation of the Project and its financial consequences. For more details on financial management conditions see Annex C.

2.10. The Consortium Partner will inform the PAT of any changes in its legal, financial, technical, organisational or ownership situation, as well as any change in its name, address or legal representative.

2.11. The Consortium Partner will ensure that all information to be provided and requests made to the Contracting Authority are sent via the PAT.

2.12. The Consortium Partner will represent the Project to the local (in its country) authorities and the public and is legally responsible for all personnel and activities of the Project. The Consortium Partner must ensure that no claims are made against the PAT in relation to the implementation of the Project. In case claims are brought against the PAT and/or its representatives, the Consortium Partner will be responsible for reimbursing all costs and related expenses of these claims to the PAT. The PAT cannot be held liable for any accident and/or injury of staff, and/or damage/theft of project property, in or outside working hours.

2.13. The Consortium Partner will take all necessary measures to allow external auditors or evaluators, contracted by the PAT, to carry out their work according to their Terms of Reference.

### **Art. 3 Organisational Structure of the Partnership**

3.1. For the successful management and completion of the Action, an International Steering Committee shall be established. The Steering Committee shall be composed by one representative for each Co-applicant, and two for the PAT. The International Steering Committee will be chaired by the PAT. It shall meet on a six-month basis. The Steering Committee shall:

- be responsible for overall coordination and monitoring of the implementation of the Project
- facilitate alignment of strategies and sharing of experiences
- decide on any major budget changes
- be responsible for the settlement of any disputes among project participant
- have the possibility to set up sub-groups/working groups to deal with specific tasks related to the Project

3.2. An International Scientific Committee (Advisory board), composed of one representative from each country level Experts Group, shall be set up to facilitate sharing of experiences and mutual learning. The purpose will be to explore commonalities between the Global Learning/Education Guidelines developed at country level and identify key principles, minimum standards and steps that could be adopted across the 10 countries and beyond. The Coordinator of the Expert Group of Portugal will coordinate the International Scientific Committee that will meet at least four times during the life of the Project.

3.3. Country level Steering Committees composed of representatives of the co-applicants shall be set up to facilitate a clear articulation of roles and responsibilities of each co-applicant and ensure coordination and monitoring of the Project at the country level.

3.4 Country level Experts Groups composed of national and local Global Education and curriculum development experts representing universities, teacher training colleges, national, regional and/or local Education authorities, civil society organisations, and schools shall also be set to provide scientific and experience-based support for the implementation of the Project. One representative of each Expert Group formed at country level will be part of the International Scientific Committee.

3.5. In Spain a country level Steering Committee composed of representatives of the Diputación Provincial de Zaragoza will be set up and will coordinate and implement the activities of the project. The Diputación Provincial de Zaragoza will provide a part time project coordinator, finance officer and training officer.

3.6. In Spain a country level experts group will be established and will provide scientific and experience based support. The group will be composed of 5-7 national and local GCE and curriculum development experts coming from the Diputación General de Aragón, Ayuntamiento de

Zaragoza, Universidad de Zaragoza, Federación Aragonesa de Solidaridad, LAs, CSOs and schools. One member of the experts group will be also part of the international scientific committee (advisory board).

Moreover the Diputación Provincial de Zaragoza will implement the following activities:

- carry out educational activities for teachers, civil society and NGOs. In Spain, the sub-granting mechanism will be used to allocate responsibility for this activity to an experienced NGO or Federation of NGOs
- bilateral teachers exchange with France
- develop, research, design, pilot and publish educational resources in Spanish. In Spain, the sub-granting mechanism will be used to allocate responsibility for this activity to an experienced NGO or Federation of NGOs
- it will also select and translate existing educational materials from other languages to Spanish
- participate in the international activities of the project

#### **Art. 4 Reporting and requests for payment**

4.1. The Consortium Partner commits to forward to the PAT the information and data needed to draw up and submit, according to the deadlines set in the Grant Contract, narrative reports and financial statements and other specific documents required by this Partnership Agreement and the Annexes thereto, as well as any information needed in the event of audits, checks, monitoring and evaluations. Reporting and administration requirements are detailed in Annex B and C.

4.2. The PAT shall be responsible for supplying all documents and information to the Contracting Authority which may be required under the Grant Contract, in particular in relation to narrative and financial reporting and requests for payment.

4.3. The PAT will be the sole recipient, on behalf of all Consortium Partners of the payments of the Contracting Authority. The PAT will ensure that the appropriate payments are made to Consortium Partners without unjustified delay. Payments will be made to the Consortium Partners in accordance with the procedures detailed in Annex C.

#### **Art. 5 Changes in Project Partnership**

In case of a Consortium Partner withdraws from the Project due to structural, financial or technical obstacles not existing at the moment of the establishment of the Partnership, submission of the project proposal and further (project) implementation, the PAT will inform the Contracting Authority without delay and will find rapid and efficient solutions in order to ensure the proper continuation of the Project implementation.

#### **Art. 6 Demand for repayment of undue funds**

Should the Contracting Authority demand the repayment of funds already transferred to the PAT, the Consortium Partner is obliged to transfer its portion of undue amount to the PAT. The PAT shall, without delay, forward the letter by which the Contracting Authority has asserted the repayment claim and notify the Consortium Partner of the amount repayable.

## **Art. 7 Modifications**

7.1. The Consortium Partner shall inform the PAT promptly of any special event or circumstance which will cause interference or delay in the Project implementation, and which may necessitate a modification of the extent, character or execution of the agreed detailed plan and budget.

7.2. The implementation of the Project is based on the enclosed Project description, Project plan and related budget. Any major modifications of budget, objectives, expected results and activities needs the explicit written approval of the PAT and shall thereupon be considered part of the present agreement.

## **Art. 8 Procurement and Financial support to third parties**

8.1. The Consortium Partner is responsible for all local purchases according to the Project description. Besides, the Consortium Partner has to ensure that the prices and fees paid for goods and services are in accordance with the usual prices and fees in that respective trade and area. According to Annex IV of the Grant contract, for service contracts, supply contracts and work contracts of EURO 60.000 or less the procedures established by the Consortium Partner may be used, while respecting the rules and principles laid out in articles 1, 2 and 3 of Annex IV of the Grant Contract.

8.2. Assets being movable goods financed and co-financed by Project funds shall be registered in the name of the Consortium Partner. The Consortium Partner will use and maintain all items carefully.

8.3. Financial support to third parties may only be awarded in compliance with the conditions set in Guidelines for Applicants and in accordance with the criteria and conditions laid out in the Description of the Action in Annex I of the Grant contract.

## **Art. 9 Inspections and Evaluations**

9.1. The PAT and the Contracting Authority or the public auditor assigned by the PAT may send representatives to visit the Consortium Partners at any time, and may inspect the books and the financial management or evaluate the implementation of the Project.

9.2. The Consortium Partner will support these representatives by providing all necessary information and prepare additional reports on any implementation aspect including statements of accounts if required.

9.3. The public auditor assigned by the PAT may require at any time that financial reporting documents of the Consortium Partner are sent in original to his/her office for inspection. The documents will be returned via express mail to the Consortium Partner in the shortest possible period.

9.4. The Consortium Partner will provide the PAT and the Auditor with a table synthesizing social insurance, pension and fiscal dues related to staff costs in the country concerned.

9.5. The Consortium Partner also agrees that the PAT or the Contracting Authority may make inquiries concerning third parties or institutions within the context of the present Project.

## **Art. 10 Visibility of the Project**

10.1. The Consortium Partner shall take all necessary steps to publicise the fact that the European Union has financed the Project. Such measures shall comply with the Communication and



Visibility Manual for Union External Actions laid down and publicised by the European Commission.

10.2. The Consortium Partner shall assist the PAT in drafting a communication plan to be submitted for approval to the Contracting Authority by the PAT and shall provide all the information and data required for reporting on its implementation.

10.3. The Consortium Partner shall mention the European Union's financial contribution in information given to the final recipients of the Project, in its internal and annual reports and in any dealings with the media. The Consortium Partner shall mark all publications, brochures etc financed and co-financed by Project funds, with an EU flag and the sentence: "This document has been produced with the financial assistance of the European Union. The contents of this document are the sole responsibility of the Diputación Provincial De Zaragoza and can under no circumstances be regarded as reflecting the position of the European Union" in the official language of the country. This obligation also applies to any project publication including conferences and seminars (co-) funded by the Project.

10.4. The PAT and the Consortium Partner will inform each other about the dissemination of substantial project data or records to third parties.

#### **Art. 11 Working languages**

11.1. The working language of the partnership shall be English.

11.2. Any official internal document of the project, in particular the reports referred to in Annex A and all communication to the Contracting Agency shall be made available in English.

11.3. Certified documents included in the financial reports must be accompanied by a short description of their content and other relevant elements in English.

#### **Art. 12 Non-fulfilment of obligations, delays, irregularities and Ending of this Agreement**

12.1. This agreement shall expire once the final financial and narrative reports are approved by the Contracting Authority and the last instalment of funds has been transferred.

12.2. The Consortium Partner is obliged to promptly inform the PAT and to provide the latter with all necessary details should there be events that could jeopardise the implementation of the project.

12.3. Should the Consortium Partner be in default, the PAT shall admonish the Consortium Partner to comply with its obligations within a maximum of one month. The PAT shall make any efforts to support the Consortium Partner in resolving the difficulties.

12.4. Should the non-fulfilment of obligations continue, the PAT may bring the situation to the attention of the International Steering Committee and may decide to end the agreement with the Consortium Partner. In particular, the PAT is entitled to terminate this Partnership Agreement and the participation of the Consortium Partner without any indemnity on its part when the Consortium Partner is in any of the situations listed in art. 12.2 of the General Conditions applicable to European Union financed grant contracts for External Actions (Annex II of Grant contract).

12.5. In case of such termination of the agreement, the Consortium Partner still has the obligation to fulfil all requirements concerning statement of accounts and is obliged to refund to the PAT any programme funds received which it cannot prove on the day of exclusion that they were used for the implementation of the Project.

12.6. The Consortium Partner must also repay funds that have led to unjustified gain contrary to the terms of the present agreement. In case of non-fulfilment of a Consortium Partner's obligation having financial consequences for the funding of the Project as a whole, the PAT may request full repayment of amounts transferred to the Consortium Partner as well as compensation for further financial damages that may occur to the PAT due to the non-fulfilment of the agreement by the Consortium Partner.

12.7. The Consortium Partner is also obliged to return immediately any other materials or financial assets, which have been bought or created with Project's funds. Alternatively, the PAT is entitled to give instructions to the Consortium Partner, which may include surrendering material goods to other organisations stated by the PAT.

12.8. If the Project cannot be implemented as planned due to reasons beyond the Consortium Partner, the parties may agree either to suspend or to terminate the Project prematurely. In case of suspension, the Consortium Partner will submit a report and statement of accounts up to the starting date of the suspension. A special agreement will be made regarding the return of remaining funds and all assets funded by the Contracting Authority and possible other donors.

12.9. In case of termination, the Consortium Partner will submit the final report and financial statements and return the remaining funds according to the approved financial statements. The ownership and further utilisation of all assets funded by the Contracting Authority and possible other donors will be subject to a separate written agreement between the Consortium Partner and the PAT.

### **Art. 13 Jurisdiction and Further Claims**

13.1. In the case of any difference of opinion resulting from this agreement, the parties are urged to reach an amicable settlement. Disputes will be referred to the International Steering Committee in order to reach a settlement.

13.2. Otherwise, the present agreement is subject to Italian Law and Italian Jurisdiction. Any disputes arising hereunder will be settled before a competent Trento (Italy) Court of law. The PAT reserves the right for legal action according to the legislation of the National State of the Consortium Partner, especially to enforce the secure return of funded material and financial goods under clause 14.5, 14.6 and 14.7.

13.3. Possible further legal claims are not affected by this Partnership Agreement.

### **Art. 14 Force majeure**

14.1. Force majeure shall mean any unforeseeable and exceptional event affecting the fulfilment of any obligation under this agreement, which is beyond the control of the PAT and the Consortium Partner and cannot be overcome despite their reasonable endeavours. Any default of a product or service or delays in making them available for the purpose of performing this contract and affecting the Project performance, including, for instance, anomalies in the functioning or performance of product or services, labour disputes, strikes or financial difficulties do not constitute force majeure.

14.2. If the PAT or the Consortium Partner are subject to force majeure liable to affect the fulfilment of its/their obligations under this agreement, the PAT shall notify the Contracting Authority without delay, stating the nature, likely duration and foreseeable effects.

**Art. 15 Ineffective Provision**

15.1. If any provision in this agreement should be wholly or partly ineffective, the parties to this agreement undertake to replace the ineffective provision by an effective provision which comes as close as possible to the purpose of the ineffective provision.

15.2. In case of matters that are not ruled by this agreement, the parties agree to find a joint solution.

**Art. 16 Amendment of the agreement**

This agreement shall only be amended in writing by means of an amendment to that effect signed by all parties involved.

**Art. 17 Concluding provisions**

17.1. The present agreement must be signed by the PAT and the Consortium Partner(s).

17.2. Any costs, fees or taxes not eligible or any other duties arising from the conclusion or the implementation of this agreement shall be borne by the PAT and the Consortium Partner.

**Art. 18 Special Conditions**

None

Done in two original copies in English. In case of translation of the present agreement into another language, the English version shall be the binding one.

Trento, 07/08/2015

For Autonomous Province of Trento:

LA DIRIGENTE  
Dott.ssa Maurizia Zadra

Zaragoza, 14 de Julio de 2015

For the Consortium Partner 15:

Juan Antonio Sánchez Quero  
Presidente



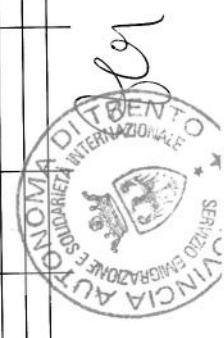
SPAIN	Annex A. Budget for the Action		Annex B. Budget for the Action1		Annex C. Budget for the Action2		Annex D. Budget for the Action3			
	Code	Costs	Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)	Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)
1.		<b>Human resources</b>								
1.1		<b>Salaries (gross salaries including social security charges and other related costs, staff in EU) <sup>4</sup>Salaries (gross salaries including social security charges and other related costs, staff in EU) <sup>4</sup></b>								
1.1.1		<b>Technical</b>								
1.1.1.1		Project coordinator Italy Trentino (PAT 5%)								
1.1.1.2		Project manager Italy Trentino (PAT 100%)								
1.1.1.3		Curriculum officer Italy Trentino (PAT 25%)								
1.1.1.4		Awareness officer Italy Trentino (PAT 30%)								
1.1.1.5		Research officer Italy Trentino (CFSI 80%)								
1.1.1.6		Training officer Italy Trentino (CFSI 80%)								
1.1.1.7		LA Coordinator Italy Marche (Marche Region 25%)								
1.1.1.8		Project manager Italy Marche (CVM 50%)								
1.1.1.9		Training officer (int'l seminar) Italy Marche (CVM 17%)								
1.1.1.10		Communication officer Italy Marche (Marche Region 16%)								
1.1.1.11		Training officer (LA platform) Italy Marche (Marche Region 17%)								
1.1.1.12		Research officer Italy Marche (CVM 17%)								
1.1.1.13		Training officer (teacher training) Italy Marche (CVM 33%)								
1.1.1.14		Project Manager Spain DPZ (15%)	Per month	5,40	3.826,97	20.665,65	Per month	1,80	3.826,97	6.888,55
1.1.1.15		Training officer Spain DPZ (55%)	Per month	19,80	3.826,97	75.774,03	Per month	6,60	3.826,97	25.258,01
1.1.1.16		Project Manager Austria SudWind (33%)								
1.1.1.17		Project officer Austria SudWind (66%)								
1.1.1.18		Project advisor Austria SudWind (8%)								
1.1.1.19		Project Manager Bulgaria ESA (100%)								
1.1.1.20		Training officer Bulgaria ESA (60%)								
1.1.1.21		LA officer Bulgaria Sofia (83%)								
1.1.1.22		Project Manager Latvia Rezekne (40%)								
1.1.1.23		Project officer Latvia Rezekne (30%)								
1.1.1.24		Project Manager Czech Rep PIN (100%)								
1.1.1.25		Researcher Czech Rep PIN (10%)								
1.1.1.26		Project Manager Portugal IPVC (30%)								
1.1.1.27		GE Specialist and support to coordination Portugal IPVC (30%)								
1.1.1.28		Curriculum specialist - languages Portugal IPVC (10%)								
1.1.1.29		Curriculum specialist - math Portugal IPVC (10%)								
1.1.1.30		Curriculum specialist - natural sciences Portugal IPVC (10%)								
1.1.1.31		Curriculum specialist - social sciences Portugal IPVC (10%)								
1.1.1.32		Project Manager Ireland Trocaire (50%)								
1.1.1.33		Training Officer Ireland Trocaire (30%)								
1.1.1.34		Research Officer Ireland Trocaire (20%)								
1.1.1.35		Project Manager UK CDEC (50%)								
1.1.1.36		Training Officer UK CDEC (50%)								
1.1.1.37		Project Officer - LA partnership and collaboration - UK CDEC (40%)								
1.1.1.38		National Project Coordinator France Le Partenariat (5%)								
1.1.1.39		Project manager France Le Partenariat (60%)								
1.1.1.40		LA Coordinator France Ville Dunkerque (60%)								
1.1.1.41		Animateur France Le Partenariat (5%)								

PAT - Servizio Emigrazione e Solidarietà Internazionale

ANNO: \_\_\_\_\_ TITOLO: \_\_\_\_\_ FASCICOLO: \_\_\_\_\_

-5 AGO. 2015

B 130 Prot. n. 404181









CODE	Annex A. Budget for the Action Annex B. Budget for the Action/Annex B. Budget for the Action <sup>1</sup>	All Years			Year 1			
		Unit	# of units (in EUR)Unit rate (in EUR)	Costs (in EUR) <sup>3</sup> Costs (in EUR) <sup>3</sup> Costs (in EUR) <sup>3</sup>	Unit	# of units (in EUR)Unit rate (in EUR)	Costs (in EUR) <sup>3</sup> Costs (in EUR) <sup>3</sup> Costs (in EUR) <sup>3</sup>	
								Unit
1.3.8.9	Per diem for member of the Experts group of Spain to Int'l Scientific Committee meetings: Italy Trentino Year 1, Portugal Year 2, UK Year 2, France Year 3 (1 person*4meetings*2days)	Per diem	8,00	120,00	Per diem	2,00	120,00	240,00
1.3.8.10	Per diem for member of the Experts group of UK to Int'l Scientific Committee meetings: Italy Trentino Year 1, Portugal Year 2, UK Year 2, France Year 3 (1 person*4meetings*2days)							
1.3.9	<b>Per diems for missions/travel<sup>5</sup> Seminar/conference participants - Activity 1.4.1 Per diems for missions/travel<sup>5</sup> Seminar/conference participants - Activity 1.4.1 Per diems for missions/travel<sup>5</sup> Seminar/conference participants - Activity 1.4.1</b>							
1.3.9.1	Per diem for lecturers/experts for international seminar on LA in Italy Trentino (year 1): 6 people * 1 meeting * 2 days							
1.3.9.2	Per diem participants from Marche for Int'l seminar on LA in Trentino (year 1): 2 people * 1 meeting * 2 days							
1.3.9.3	Per diem participants from Italy (Piemonte) associates for Int'l seminar on LA in Trentino (year 1): 1 people * 1 meeting * 2 days							
1.3.9.4	Per diem participants from Austria for Int'l seminar on LA in Trentino (year 1): 2 people * 1 meeting * 2 days							
1.3.9.5	Per diem participants from Bulgaria for Int'l seminar on LA in Trentino (year 1): 2 people * 1 meeting * 2 days							
1.3.9.6	Per diem participants from Czech Rep for Int'l seminar on LA in Trentino (year 1): 2 people * 1 meeting * 2 days							
1.3.9.7	Per diem participants from France for Int'l seminar on LA in Trentino (year 1): 2 people * 1 meeting * 2 days							
1.3.9.8	Per diem participants from Ireland for Int'l seminar on LA in Trentino (year 1): 2 people * 1 meeting * 2 days							
1.3.9.9	Per diem participants from Latvia for Int'l seminar on LA in Trentino (year 1): 2 people * 1 meeting * 2 days							
1.3.9.10	Per diem participants from Portugal for Int'l seminar on LA in Trentino (year 1): 2 people * 1 meeting * 2 days							
1.3.9.11	Per diem participants from Spain for Int'l seminar on LA in Trentino (year 1): 2 people * 1 meeting * 2 days	Per diem	4,00	120,00	Per diem	4,00	120,00	480,00
1.3.9.12	Per diem participants from UK for Int'l seminar on LA in Trentino (year 1): 2 people * 1 meeting * 2 days							
1.3.10	<b>Per diems for missions/travel<sup>5</sup> Seminar/conference participants - Activity 1.4.2 Per diems for missions/travel<sup>5</sup> Seminar/conference participants - Activity 1.4.2 Per diems for missions/travel<sup>5</sup> Seminar/conference participants - Activity 1.4.2</b>							
1.3.10.1	Per diem for participants for LA training in Italy Marche: 15 people * 2 courses * 3 days							
1.3.10.2	Per diem for participants for LA training in Spain: 20 people * 2 courses * 4 days	Per diem	160,00	60,00	Per diem	160,00	9,600,00	
1.3.10.3	Per diem for participants for LA training in Austria: 45 people * 1 course * 1 day							
1.3.10.4	Per diem for participants for LA training in Czech Republic: 15 people * 1 course * 1 day							
1.3.10.5	Per diem for participants for LA training in UK: 50 people * 1 course * 2 days							
1.3.11	<b>Per diems for missions/travel<sup>5</sup> Seminar/conference participants - Activity 2.2.2 Per diems for missions/travel<sup>5</sup> Seminar/conference participants - Activity 2.2.2</b>							
1.3.11.1	Per diem teachers Italy Trentino for EU exchange programme in UK (year 2-3; 10 people*3days)							
1.3.11.2	Per diem teachers Austria for EU exchange programme in Czech rep (year 2-3; 10 people*3days)							
1.3.11.3	Per diem teachers Bulgaria for EU exchange programme in Latvia (year 2-3; 10 people*3days)							
1.3.11.4	Per diem teachers Czech Rep for EU exchange programme in Austria (year 2-3; 10 people*3days)							
1.3.11.5	Per diem teachers France for EU exchange programme in Spain (year 2-3; 10 people*5days)							
1.3.11.6	Per diem teachers Ireland for EU exchange programme in Portugal (year 2-3; 10 people*3days)							
1.3.11.7	Per diem teachers Latvia for EU exchange programme in Bulgaria (year 2-3; 10 people*3days)							
1.3.11.8	Per diem teachers Portugal for EU exchange programme in Ireland (year 2-3; 10 people*3days)							
1.3.11.9	Per diem teachers Spain for EU exchange programme in France (year 2-3; 10 people*3days)	Per diem	50,00	120,00	Per diem	50,00	6,000,00	
1.3.11.10	Per diem teachers UK for EU exchange programme in Italy (year 2-3; 10 people*3days)							
1.3.12	<b>Per diems for missions/travel<sup>5</sup> Seminar/conference participants - Activity 2.2.3 Per diems for missions/travel<sup>5</sup> Seminar/conference participants - Activity 2.2.3</b>							

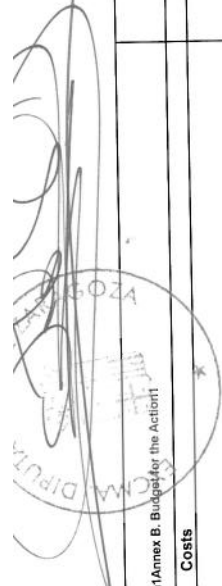
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Annex A. Budget for the Action <sup>1</sup> Annex B. Budget for the Action <sup>1</sup>		All Years		Year 1					
CODE	Costs	Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)	Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)
1.3.12.1	Per diem for lecturer/expert for international seminar on GL training and teaching (year 2, Marche): 9 people * 1 meeting*2 days								
1.3.12.2	Per diem for workshop facilitators for Int'l seminar on GL training and teaching (year 2, Marche): 18 people * 1 meeting*2 days								
1.3.12.3	Per diem participants from Trentino for Int'l seminar on GL training and teaching (year 2, Marche): 3 people * 1 meeting*2 days								
1.3.12.4	Per diem participants from Italy (Piemonte) associates for Int'l seminar on GL training and teaching (year 2, Marche): 1 p * 1 mtg*2 d								
1.3.12.5	Per diem participants from Austria for Int'l seminar on GL training and teaching (year 2, Marche): 2 people * 1 meeting*2 days								
1.3.12.6	Per diem participants from Bulgaria for Int'l seminar on GL training and teaching (year 2, Marche): 2 people * 1 meeting*2 days								
1.3.12.7	Per diem participants from Czech Rep for Int'l seminar on GL training and teaching (year 2, Marche): 2 people * 1 meeting*2 days								
1.3.12.8	Per diem participants from France for Int'l seminar on GL training and teaching (year 2, Marche): 2 people * 1 meeting*2 days								
1.3.12.9	Per diem participants from Ireland for Int'l seminar on GL training and teaching (year 2, Marche): 2 people * 1 meeting*2 days								
1.3.12.10	Per diem participants from Latvia for Int'l seminar on GL training and teaching (year 2, Marche): 2 people * 1 meeting*2 days								
1.3.12.11	Per diem participants from Portugal for Int'l seminar on GL training and teaching (year 2, Marche): 2 people * 1 meeting*2 days		4,00	120,00	480,00				
1.3.12.12	Per diem participants from Spain for Int'l seminar on GL training and teaching (year 2, Marche): 2 people * 1 meeting*2 days								
1.3.12.13	Per diem participants from UK for Int'l seminar on GL training and teaching (year 2, Marche): 2 people * 1 meeting*2 days								
<b>1.3.13</b>	<b>Per diems for missions/travel<sup>5</sup> Seminar/conference participants - Activity 4.1.2</b>								
1.3.13.1	Seminar/conference participants - Activity 4.1.2								
1.3.13.2	Per diem for lecturers/experts for end of the project national seminar in Italy Marche: 9 people * 1 meeting*2 days								
1.3.13.3	Per diem for workshop facilitators for end of the project national seminar in Italy Marche: 18 people * 1 meeting*2 days								
1.3.13.4	Per diem for national authorities for end of the project national seminar in Spain: 25 people * 1 meeting*2 days		50,00	20,00	1.000,00				
1.3.13.5	Per diem for national authorities for end of the project national seminar in Austria: 15 people * 1 meeting*2 days								
1.3.13.6	Per diem for national authorities for end of the project national seminar in Portugal: 3 people * 1 meeting*2 days								
1.3.13.7	Per diem for national authorities for end of the project national seminar in France: 2 people * 1 meeting*2 days								
<b>1.3.14</b>	<b>Per diems for missions/travel<sup>5</sup> Seminar/conference participants - Activity 4.1.3</b>								
1.3.14.1	Per diem for lecturers/experts for Int'l Final Conference in Italy Trentino (year 3): 6 people * 1 meeting*2 days								
1.3.14.2	Per diem for workshop facilitators for Int'l Final Conference in Italy Trentino (year 3): 10 people * 1 meeting*2 days								
1.3.14.3	Per diem for regional/national authorities for Int'l Final Conference in Italy Trentino (year 3): 4 people * 1 meeting*2 days								
1.3.14.4	Per diem participants from Marche for Int'l Final Conference in Italy Trentino (year 3): 3 people * 1 meeting*2 days								
1.3.14.5	Per diem participants from Italy (Piemonte) associates for Int'l Final Conference in Italy Trentino (year 3): 1 people * 1 meeting*2 days								
1.3.14.6	Per diem participants from Austria for Int'l Final Conference in Italy Trentino (year 3): 4 people * 1 meeting*2 days								
1.3.14.7	Per diem participants from Bulgaria for Int'l Final Conference in Italy Trentino (year 3): 4 people * 1 meeting*2 days								
1.3.14.8	Per diem participants from Czech Rep for Int'l Final Conference in Italy Trentino (year 3): 4 people * 1 meeting*2 days								
1.3.14.9	Per diem participants from France for Int'l Final Conference in Italy Trentino (year 3): 4 people * 1 meeting*2 days								
1.3.14.10	Per diem participants from Ireland for Int'l Final Conference in Italy Trentino (year 3): 4 people * 1 meeting*2 days								
1.3.14.11	Per diem participants from Latvia for Int'l Final Conference in Italy Trentino (year 3): 4 people * 1 meeting*2 days								
1.3.14.12	Per diem participants from Portugal for Int'l Final Conference in Italy Trentino (year 3): 4 people * 1 meeting*2 days								
1.3.14.13	Per diem participants from Spain for Int'l Final Conference in Italy Trentino (year 3): 4 people * 1 meeting*2 days		8,00	120,00	960,00				
1.3.14.14	Per diem participants from UK for Int'l Final Conference in Italy Trentino (year 3): 4 people * 1 meeting*2 days								
	<b>Sub-total 1.3.8- 1.3.14</b>				<b>19.480,00</b>				<b>720,00</b>
	<b>Sub-total 1.3</b>								<b>3.605,00</b>
	<b>Subtotal Human Resources (1.1, 1.2, 1.3)</b>				<b>146.598,18</b>				<b>43.180,76</b>
<b>2</b>	<b>Travel</b>								
	<b>International travel (NOTE ONLY ECONOMY CLASS TICKETS ARE ALLOWED)</b>								
<b>2.1</b>	<b>International travel- Activity 1.3.1</b>								

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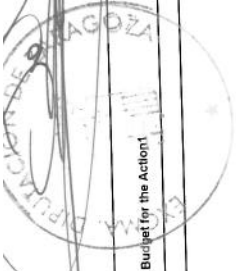
SPAIN	Annex A. Budget for the Action	Annex B. Budget for the Action	All Years			Year 1						
			Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)	Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)		
CODE												
2.1	International travel for meeting researchers in Ireland (year 1): 2 persons from Italy TN											
2.1.1	International travel for meeting researchers in Ireland (year 1): 1 person from Italy Marche											
2.1.2	International travel for meeting researchers in Ireland (year 1): 1 person from Austria											
2.1.3	International travel for meeting researchers in Ireland (year 1): 1 person from Czech Rep											
2.1.4	International travel for meeting researchers in Austria (year 2): 2 persons from Italy TN											
2.1.5	International travel for meeting researchers in Austria (year 2): 1 person from Italy Marche											
2.1.6	International travel for meeting researchers in Austria (year 2): 1 person from Czech Rep											
2.1.7	International travel for meeting researchers in Austria (year 2): 1 person from Ireland											
2.1.8	International travel for meeting researchers in Czech Rep (year 3): 2 persons from Italy TN											
2.1.9	International travel for meeting researchers in Czech Rep (year 3): 1 person from Italy Marche											
2.1.10	International travel for meeting researchers in Czech Rep (year 3): 1 person from Austria											
2.1.11	International travel for meeting researchers in Czech Rep (year 3): 1 person from Austria											
2.1.12	International travel for meeting researchers in Czech Rep (year 3): 1 person from Ireland											
2.2	<b>International travel- Activity 1.1.2</b>											
2.2.1	International travel for Int'l Steering Committee meeting in Ireland (year 1): 4 persons from Italy, 2 from Austria, 2 from Spain, 2 from Portugal, 1 from Bulgaria, 1 Latvia, 2 France, 1 UK											
2.2.2	International travel for Int'l Steering Committee meeting in Trento (year 1): 2 from Portugal, 1 from Czech rep, 2 from Bulgaria, 1 Latvia, 2 France, 1 UK, 1 Ireland											
2.2.3	International travel for Int'l Steering Committee meeting in Trento (year 1): 2 from Austria											
2.2.4	International travel for Int'l Steering Committee meeting in Trento (year 2): 2 from Spain, 1 from Portugal, 2 from Bulgaria, 1 Latvia, 2 France, 1 UK, 1 Ireland											
2.2.5	International travel for Int'l Steering Committee meeting in Austria (year 2): 4 persons from Italy											
2.2.6	International travel for Int'l Steering Committee meeting in Austria (year 2): 1 from Czech rep											
2.2.7	International travel for Int'l Steering Committee meeting in Marche (year 2): 2 from Spain, 1 from Portugal, 1 from Czech rep, 2 from Bulgaria, 1 Latvia, 2 France, 1 UK, 1 Ireland											
2.2.8	International travel for Int'l Steering Committee meeting in Czech Rep (year 3): 4 persons from Italy, 2 from Spain, 1 from Portugal, 2 from Bulgaria, 1 Latvia, 2 France, 1 UK, 1 Ireland											
2.2.9	International travel for Int'l Steering Committee meeting in Czech Rep (year 3): 2 from Austria											
2.2.10	International travel for Int'l Steering Committee meeting in Trento (year 3): 2 from Spain, 1 from Portugal, 1 from Czech rep, 2 from Bulgaria, 1 Latvia, 2 France, 1 UK, 1 Ireland											
2.2.11	International travel for Int'l Steering Committee meeting in Trento (year 3): 2 from Austria											
2.2.12	International travel for project manager's visits to partners abroad and to EuropeAid seminars: 1 person per 3 countries (Bulgaria, Latvia, Spain) per 3 days + Brussels 3 times per 3 days											
2.3	<b>International travel- Activity 1.2.2</b>											
2.3.1	International travel for member of the Experts group of Italy to Int'l Scientific Committee meetings in Portugal, UK and France (1 person*3 trips)											
2.3.2	International travel for member of the Experts group of Austria to Int'l Scientific Committee meetings in Italy Trentino, Portugal, UK and France (1 person*4 trips)											
2.3.3	International travel for member of the Experts group of Bulgaria to Int'l Scientific Committee meetings in Italy Trentino, Portugal, UK and France (1 person*4 trips)											
2.3.4	International travel for member of the Experts group of Czech Rep. to Int'l Scientific Committee meetings in Italy Trentino, Trentino, Portugal, UK and France (1 person*4 trips)											
2.3.5	International travel for member of the Experts group of France to Int'l Scientific Committee meetings in Italy Trentino, Portugal, UK (1 person*3 trips)											
2.3.6	International travel for member of the Experts group of Ireland to Int'l Scientific Committee meetings in Italy Trentino, Portugal, UK and France (1 person*4 trips)											
2.3.7	International travel for member of the Experts group of Latvia to Int'l Scientific Committee meetings in Italy Trentino, Portugal, UK and France (1 person*4 trips)											

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SPAIN	Annex A. Budget for the Action	Annex B. Budget for the Action	All Years			Year 1						
			Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)	Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)		
CODE	International travel for member of the Experts group of Portugal to Int'l Scientific Committee meetings in Italy Trentino, UK and France (1 person*3 trips)											
2.3.8	International travel for member of the Experts group of Spain to Int'l Scientific Committee meetings in Italy Trentino, Portugal, UK and France (1 person*4 trips)		Per trip	4,00	450,00	1.800,00		Per flight	1,00	450,00	450,00	
2.3.9	International travel for member of the Experts group of UK to Int'l Scientific Committee meetings in Italy Trentino, Portugal and France (1 person*3 trips)											
2.3.10	<b>International travel- Activity 1.4.1</b>											
2.4	International travel for lecturer/expert for Int'l seminar on LA (year 1, Trentino); country of departure tbc: 3 people											
2.4.1	International travel from Austria for Int'l seminar on LA (year 1, Trentino): 2 people											
2.4.2	International travel from Bulgaria for Int'l seminar on LA (year 1, Trentino): 2 people											
2.4.3	International travel from Czech Rep for Int'l seminar on LA (year 1, Trentino): 2 people											
2.4.4	International travel from France for Int'l seminar on LA (year 1, Trentino): 2 people											
2.4.5	International travel from Ireland for Int'l seminar on LA (year 1, Trentino): 2 people											
2.4.6	International travel from Latvia for Int'l seminar on LA (year 1, Trentino): 2 people											
2.4.7	International travel from Portugal for Int'l seminar on LA (year 1, Trentino): 2 people											
2.4.8	International travel from Spain for Int'l seminar on LA (year 1, Trentino): 2 people											
2.4.9	International travel from UK for Int'l seminar on LA (year 1, Trentino): 2 people											
2.4.10	International travel from UK for Int'l seminar on LA (year 1, Trentino): 2 people											
2.5	<b>International travel- Activity 2.2.2</b>											
2.5.1	International travel from Italy Trentino to UK for EU exchange programme (year 2-3; 10 p) -adjustment with per diems 1.3.11											
2.5.2	International travel from Austria to Czech rep for EU exchange programme (year 2-3; 10 people)											
2.5.3	International travel from Bulgaria to Latvia for EU exchange programme (year 2-3; 10 people)											
2.5.4	International travel from Czech Rep to Austria for EU exchange programme (year 2-3; 10 people)											
2.5.5	International travel from France to Spain for EU exchange programme (year 2-3; 10 people)											
2.5.6	International travel from Ireland to Portugal for EU exchange programme (year 2-3; 10 people)											
2.5.7	International travel from Latvia to Bulgaria for EU exchange programme (year 2-3; 10 people)											
2.5.8	International travel from Portugal to Ireland for EU exchange programme (year 2-3; 10 people)											
2.5.9	International travel from Spain to France for EU exchange programme (year 2-3; 10 people)											
2.5.10	International travel from UK to Italy for EU exchange programme (year 2-3; 10 people)											
2.6	<b>International travel- Activity 2.2.3</b>											
2.6.1	International travel for lecturer/expert for Int'l seminar on GL training and teaching (year 2, Marche); country of departure tbc: 3 people											
2.6.2	International travel for Austria for Int'l seminar on GL training and teaching (year 2, Marche): 2 people											
2.6.3	International travel from Bulgaria for Int'l seminar on GL training and teaching (year 2, Marche): 2 people											
2.6.4	International travel from Czech Rep for Int'l seminar on GL training and teaching (year 2, Marche): 2 people											
2.6.5	International travel from France for Int'l seminar on GL training and teaching (year 2, Marche): 2 people											
2.6.6	International travel from Ireland for Int'l seminar on GL training and teaching (year 2, Marche): 2 people											
2.6.7	International travel from Latvia for Int'l seminar on GL training and teaching (year 2, Marche): 2 people											
2.6.8	International travel from Portugal for Int'l seminar on GL training and teaching (year 2, Marche): 2 people											
2.6.9	International travel from Spain for Int'l seminar on GL training and teaching (year 2, Marche): 2 people											
2.6.10	International travel from UK for Int'l seminar on GL training and teaching (year 2, Marche): 2 people											
2.6.11	International travel for lecturer/expert for end of the project national seminar in Italy Marche; country of departure tbc: 3 people											
2.7	<b>International travel- Activity 4.1.3</b>											
2.7.1	International travel for lecturer/expert for Int'l Final Conference in Italy Trento (year 3); country of departure tbc: 3 people											
2.7.2	International travel from Austria for Int'l Final Conference in Italy Trentino (year 3): 4 people											
2.7.3	International travel from Bulgaria for Int'l Final Conference in Italy Trentino (year 3): 4 people											
2.7.4	International travel from Czech Rep for Int'l Final Conference in Italy Trentino (year 3): 4 people											

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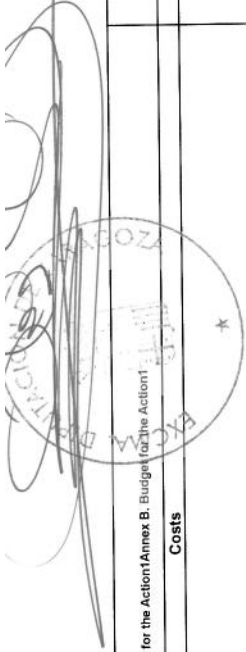


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**Annex A. Budget for the Action<sup>1</sup> Annex B. Budget for the Action<sup>1</sup>**

CODE	Costs	All Years			Year 1				
		Unit	# of units	rate (in EUR)/unit (in EUR)	Costs (in EUR) Costs (in EUR)	Unit	# of units	rate (in EUR)/unit (in EUR)	Costs (in EUR) Costs (in EUR)
2.7.5	International travel from France for Int'l Final Conference in Italy Trentino (year 3): 4 people								
2.7.6	International travel from Ireland for Int'l Final Conference in Italy Trentino (year 3): 4 people								
2.7.7	International travel from Latvia for Int'l Final Conference in Italy Trentino (year 3): 4 people								
2.7.8	International travel from Portugal for Int'l Final Conference in Italy Trentino (year 3): 4 people	Per trip	4,00	450,00					1.800,00
2.7.9	International travel from Spain for Int'l Final Conference in Italy Trentino (year 3): 4 people								
2.7.10	International travel from UK for Int'l Final Conference in Italy Trentino (year 3): 4 people								
	<b>International travel- Activity 4.1.4</b>								
	<b>events budgeted under 2.2.7)</b>								3.150,00
	<b>Sub-total International Travel (2.1 -2.7)</b>								
2.8	<b>Local transportation (NOTE ONLY ECONOMY CLASS TICKETS ARE ALLOWED)</b>								
2.8.1	<b>Local transportation - Activity 1.1.2</b>								
2.8.2	Local transportation for Int'l Steering Committee meeting in Italy/Trentino (year 1): 2 people from Marche								
2.8.3	Local transportation for Int'l Steering Committee meeting in Italy/Marche (year 2): 2 people from Trentino								
2.8.4	Local transportation for Int'l Steering Committee meeting in Italy/Trentino (year 3): 2 people from Marche								
2.8.5	<b>Local transportation - Activity 1.1.1</b>								
2.8.6	Local transportation for coordination Czech Republic								
2.8.7	Local transportation for coordination with LAs France								
2.8.8	<b>Local transportation - Activity 1.2.1</b>								
2.8.9	Local transport for meetings of the Experts group of Italy in Trentino (year 1, 2 people from Marche)								
2.8.10	Local transport for meetings of the Experts group of Italy in Marche (year 2, 3 people from Trentino)								
2.8.11	Local transport for meetings of the Experts group of Italy in Trentino (year 3, 2 people from Marche)								
2.8.12	Local transport for meetings of the Experts group of Austria								
2.8.13	Local transport for meetings of the Experts group of Bulgaria								
2.8.14	Local transport for meetings of the Experts group of Czech Rep								
2.8.15	Local transport for meetings of the Experts group of France								
2.8.16	Local transport for meetings of the Experts group of Ireland								
2.8.17	Local transport for meetings of the Experts group of Latvia								
2.8.18	Local transport for meetings of the Experts group of Portugal								
2.8.19	Local transport for meetings of the Experts group of UK								
2.8.20	Local transport for meetings of the Experts group of Spain	Per trip	45,00	50,00			15,00	50,00	750,00
2.8.21	<b>Local transportation - Activity 1.4.1</b>								
2.8.22	Local transport for lecturer/expert for Int'l seminar on LA in Italy Trentino (year 1)								
2.8.23	Local transport for Italian associates for Int'l seminar on LA in Italy Trentino (year 1)								
2.8.24	Local transport for Marche for Int'l seminar on LA in Italy Trentino (year 1)								
2.8.25	<b>Local transportation - Activity 1.4.2</b>								
2.8.26	Local transportation for LA staff from Trentino for LA training in Marche (year 2)								
2.8.27	<b>Local transportation - Activity 2.2.1</b>								
2.8.28	Local transport for training of teachers (visits to schools) Italy Trentino								
2.8.29	Local transport for training of teachers (visits to schools) Italy Marche								
2.8.30	Local transport for training of teachers (visits to schools) Spain								
2.8.31	Local transport for training of teachers (visits to schools) Austria								
2.8.32	Local transport for training of teachers (visits to schools) Bulgaria								
2.8.33	Local transport for training of teachers (visits to schools) Czech Rep								
2.8.34	Local transport for training of teachers (visits to schools) France								
2.8.35	Local transport for training of teachers (visits to schools) UK								

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SPAIN		Annex A. Budget for the Action		Annex B. Budget for the Action		Annex C. Budget for the Action			
CODE	Costs	Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)Costs (in EUR)	Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)Costs (in EUR)
2.8.30	Local transport for training of teachers (visits to schools) Ireland								
2.8.31	<b>Local transportation - Activity 2.2.3</b>								
2.8.32	Local transport for lecture/expert for Int'l seminar on GL training and teaching (year 2, Marche)								
2.8.33	Local transport for workshop facilitator for Int'l seminar on GL training and teaching (year 2, Marche)								
2.8.34	Local transport for Int'l seminar on GL training and teaching (year 2, Marche)								
2.8.34	Local transport for Italy (Piemonte) associates for Int'l seminar on GL training and teaching (year 2, Marche)								
2.8.34	<b>Local transportation - Activity 4.1.1</b>								
2.8.35	Local transportation to regional/national government officials - Italy Trentino								
2.8.36	Local transportation to regional/national government officials - Italy Marche								
2.8.37	Local transportation to regional/national government officials - Latvia								
2.8.38	Local transportation to regional/national government officials - Portugal								
2.8.39	Local transportation to regional/national government officials - Spain	Per trip	20,00	80,00	1.600,00	Per trip	7,00	80,00	560,00
2.8.40	<b>Local transportation - Activity 4.1.2</b>								
2.8.41	Local transport for lecture/expert for end of the project national seminar in Italy Marche								
2.8.42	Local transport for workshop facilitator for end of the project national seminar in Italy Marche								
2.8.43	Local transportation for Trentino staff for end of the project national seminar in Italy Marche: 5 people								
2.8.43	Local transport for national authorities for end of the project national seminar in Spain	Per trip	5,00	80,00	400,00				
2.8.44	Local transport for national authorities for end of the project national seminar in Austria								
2.8.45	Local transport for national authorities for end of the project national seminar in Latvia								
2.8.46	Local transport for national authorities for end of the project national seminar in Portugal								
2.8.47	Local transport for national authorities for end of the project national seminar in France								
2.8.47	<b>Local transportation - Activity 4.1.3</b>								
2.8.48	Local transport for lecturer/expert for Int'l Final Conference in Italy Trentino (year 3)								
2.8.49	Local transport for workshop facilitators for Int'l Final Conference in Italy Trentino (year 3)								
2.8.50	Local transport for regional/national authorities for Int'l Final Conference in Italy Trentino (year 3)								
2.8.51	Local transport for Marche for Int'l Final Conference in Italy Trentino (year 3)								
2.8.52	Local transport for Italian associate (Piemonte) for Int'l Final Conference in Italy Trentino (year 3)								
2.8.52	<b>Local transportation - Activity 4.1.4</b>								
2.8.53	Local transportation for participation at 1 national event - Italy								
2.8.54	Local transportation for participation at 1 national event - Spain	Per trip	1,00	80,00	80,00	Per trip	1,00	80,00	80,00
	<b>Sub-total local transport (2.8)</b>				<b>6.330,00</b>				<b>2.090,00</b>
	<b>SUB-TOTAL TRAVEL (2.1-2.8)</b>				<b>18.330,00</b>				<b>5.240,00</b>
3.	<b>Equipment and supplies</b>								
3.1	<b>Computer equipment, software</b>								
3.1	Purchase of laptop & printer (Czech Rep, Ireland, Italy, UK, Austria, Spain, Portugal, France)	Per unit	1,00	1.000,00	1.000,00	Per unit	1,00	1.000,00	1.000,00
3.2	<b>Purchase or rent of audiovisual equipment</b>								
3.2	Interpreter's cabin and headphones hire - LA Int'l seminar in Italy Trentino (year 1) - Activity 1.4.1								
3.3	Interpreter's cabin and headphones hire for Int'l seminar on GL training and teaching (year 2, Marche) - Activity 2.2.3								
3.4	Interpreter's cabin and headphones hire - Int'l Final Conference in Italy Trentino (year 3) - Activity 4.1.3								
3.5	Purchase of projector for teacher training (UK, Ireland, Portugal)								
	<b>SUB-TOTAL EQUIPMENT AND SUPPLIES (3)</b>				<b>1.000,00</b>				<b>1.000,00</b>

See



SPAIN	Annex A. Budget for the Action		Annex B. Budget for the Action		Annex C. Budget for the Action		Annex D. Budget for the Action			
	CODE	Costs	Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)	Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)
4.	Local office					0,00				0,00
	<b>SUB TOTAL LOCAL OFFICE (4)</b>					<b>0,00</b>				<b>0,00</b>
5	Other costs, services									
5.1	Publications (design, printing, etc.) - Activity 1.3.1									
5.1.1	Design and printing of research publication: 500 copies (200 pages/copy)									
	Publications (design, printing, etc.) - Activity 2.1.1									
5.1.2	Graphic design and printing of educational resources Italy Trentino: 1000 copies (150 pages/copy)									
5.1.3	Graphic design and printing of educational resources Bulgaria: 500 copies (150 pages/copy)									
5.1.4	Graphic design and printing of educational resources Czech Republic: 500 copies (150 pages/copy)									
5.1.5	Graphic design and printing of educational resources France: 750 copies (150 pages/copy)									
5.1.6	Graphic design and printing of educational resources Ireland: 500 copies (150 pages/copy)									
5.1.7	Graphic design and printing of educational resources Latvia: 500 copies (150 pages/copy)									
5.1.8	Graphic design and printing of educational resources Portugal: 500 copies (150 pages/copy)									
5.1.9	Graphic design and printing of educational resources Spain: 500 copies (150 pages/copy)									
5.1.10	Graphic design and printing of educational resources UK: 200 copies (150 pages/copy)									
5.2	Studies, research - Activity 1.3.1									
5.2.1	Scientific coordinator of the research: 1 person * 3 years * 25 days/year									
5.2.2	Researcher Austria: 1 person * 22 days									
5.3	Expenditure verification (auditing costs)									
5.3.1	Auditing costs									
5.4	Evaluation costs									
5.4.1	External consultant for monitoring and evaluation framework									
5.5	Translation, interpreters									
5.5.1	Interpreter for Int'l seminar on LA in Italy Trentino (year 1): 1 person - Activity 1.4.1									
	Interpreter for Int'l seminar on LA in Italy Trentino (year 1): 1 person - Activity 1.4.1									
	Translation, interpreters - Activity 2.1.1									
5.5.2	Translation of educational resources (Bulgaria)									
5.5.3	Translation of educational resources (Latvia)									
5.5.4	Translation of educational resources (Spain)									
5.5.5	Translation of educational resources (Czech Rep)									
5.5.6	Translation of educational resources (Portugal)									
	Translation, interpreters - Activity 2.2.2									
5.5.7	Interpretation for visit in Italy Trentino for EU exchange programme (year 2-3)									
5.5.8	Interpretation for visit in Austria for EU exchange programme (year 2-3)									
5.5.9	Interpretation for visit in Bulgaria for EU exchange programme (year 2-3)									
5.5.10	Interpretation for visit in Czech Rep for EU exchange programme (year 2-3)									
5.5.11	Interpretation for visit in France for EU exchange programme (year 2-3)									
5.5.12	Interpretation for visit in Ireland for EU exchange programme (year 2-3)									
5.5.13	Interpretation for visit in Latvia for EU exchange programme (year 2-3)									
5.5.14	Interpretation for visit in Portugal for EU exchange programme (year 2-3)									
5.5.15	Interpretation for visit in Spain for EU exchange programme (year 2-3)									
5.5.16	Interpretation for visit in UK for EU exchange programme (year 2-3)									
	Translation, interpreters - Activity 2.2.3									
5.5.17	Interpreter for Int'l seminar on GL training and teaching (year 2, Marche)									
	Translation, interpreters - Activity 4.1.3									

July

SPAIN

CODE	Annex A. Budget for the Action <sup>1</sup> Annex B. Budget for the Action	All Years			Year 1				
		Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)Costs (in EUR)	Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)Costs (in EUR)
5.5.18	Translation for Int'l seminar on Int'l Final Conference in Italy Trentino (year 3). 1 person								
	<b>Sub-total 5.1-5.5</b>				9,120,00				2,000,00
5.6	<b>Financial services (bank guarantee costs etc.)</b>				0,00				0,00
5.7	<b>Short term inputs (lecturers, authors, etc.)</b>								
5.7.1	<b>Short term inputs (lecturers, authors, etc.) - Activity 1.2.1</b>								
5.7.1.1	Members of Experts group of Italy: 2 people from Trentino * 10 days								
5.7.1.2	Members of Experts group of Italy: 2 people from Marche * 10 days								
5.7.1.3	Members of Experts group of Austria: 5 people * 7 days								
5.7.1.4	Members of Experts group of Bulgaria: 4 people * 1 year + 4 people * 10 days * 2 years								
5.7.1.5	Members of Experts group of Czech Republic: 9 people * 10 days								
5.7.1.6	Members of Experts group of France: 5 people * 6 days/year * 3 years								
5.7.1.7	Members of Experts group of Ireland: 6 people * 3 days/year * 3 years								
5.7.1.8	Members of Experts group of Latvia: 6 people * 10 days								
5.7.1.9	Members of Experts group of Portugal: 4 people * 10 days/year * 3 years								
5.7.1.10	Members of Experts group of Spain: 3 people * 3 days/year * 3 years	Per day	27,00	200,00					
5.7.1.11	Members of Experts group of UK: 7 people * 4 days/year * 3 years	Per day	9,00	200,00	5,400,00			9,00	200,00
	<b>Sub-total 5.7.1</b>				5,400,00				1,800,00
5.7.2	<b>Short term inputs (lecturers, authors, etc.) - Activity 1.2.2</b>								
5.7.2.1	Member of the Experts group of Italy to Int'l Scientific Committee meetings (1 person * 8 days)								
5.7.2.2	Member of the Experts group of Austria to Int'l Scientific Committee meetings (1 person * 8 days)								
5.7.2.3	Member of the Experts group of Bulgaria to Int'l Scientific Committee meetings (1 person * 8 days)								
5.7.2.4	Member of the Experts group of Czech Rep. to Int'l Scientific Committee meetings (1 person * 8 days)								
5.7.2.5	Member of the Experts group of Ireland to Int'l Scientific Committee meetings (1 person * 8 days)								
5.7.2.6	Member of the Experts group of Latvia to Int'l Scientific Committee meetings (1 person * 8 days)								
5.7.2.7	Member of the Experts group of Portugal to Int'l Scientific Committee meetings (1 person * 8 days)								
5.7.2.8	Member of the Experts group of Spain to Int'l Scientific Committee meetings (1 person * 8 days)	Per day	8,00	200,00	1,600,00			2,00	200,00
5.7.2.9	Member of the Experts group of UK to Int'l Scientific Committee meetings (1 person * 8 days)	Per day	2,00	200,00	400,00				400,00
	<b>Sub-total 5.7.2</b>				1,600,00				400,00
5.7.3	<b>Short term inputs (lecturers, authors, etc.) - Activity 1.4.1</b>								
5.7.3.1	Lecturers/experts for international seminar on LA in Italy Trentino (year 1) - 6 people * 2 days								
5.7.4	<b>Short term inputs (lecturers, authors, etc.) - Activity 1.4.2</b>								
5.7.4.1	Trainer for LA training in Austria: 1 course * 1 day/course (2 trainers)								
5.7.4.2	Trainer for LA training Czech Republic: 1 course * 1 day/course (2 trainers)								
5.7.4.3	Trainer for LA training in France: 1 course * 1 day/course								
5.7.4.4	Trainer for LA training in Spain: 2 course * 4 day/course	Per day	8,00	400,00	3,200,00				
	<b>Sub-total 5.7.3 + 5.7.4</b>				3,200,00				0,00
5.7.5	<b>Short term inputs (lecturers, authors, etc.) - Activity 2.1.1</b>								

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Annex A. Budget for the Action<sup>1</sup> Annex B. Budget for the Action<sup>1</sup>

CODE	Costs	All Years			Year 1				
		Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)	Unit	# of units	(in EUR)Unit rate (in EUR)	Costs (in EUR)Costs (in EUR)
5.7.5.1	Expert for research and design of educational resources Italy Marche (CVM): 1 person * 10 days/year * 3 years	per year	3.00	4.000,00	12.000,00	per year	1,00	4.000,00	4.000,00
5.7.5.2	Expert for research and design of educational resources Latvia: 1 person * 20 days/year * 3 years								
5.7.5.3	Expert for research and design of educational resources Spain: 3 people								
<b>5.7.6</b>	<b>Short term inputs (lecturers, authors, etc.) - Activity 2.2.1</b>								
5.7.6.1	Trainers for teacher training Italy Trentino								
5.7.6.2	Trainers for teacher training Austria								
5.7.6.3	Trainers for teacher training Bulgaria								
5.7.6.4	Trainers for teacher training Czech Rep								
5.7.6.5	Teacher training - teacher substitution coverage Ireland								
5.7.6.6	Trainers for teacher training Latvia								
5.7.6.7	Trainers for teacher training Portugal								
5.7.6.8	Peer training Italy Trentino								
5.7.6.9	Peer training Italy Marche								
5.7.6.10	Peer training Bulgaria								
5.7.6.11	Peer training Czech Rep								
5.7.6.12	Peer training Ireland								
5.7.6.13	Peer training Portugal								
5.7.6.14	Peer training UK								4.000,00
	<b>Sub-total 5.7.5 + 5.7.6</b>				12.000,00				
<b>5.7.7</b>	<b>Short term inputs (lecturers, authors, etc.) - Activity 2.3</b>								
5.7.7.1	Lecturers/experts for Int'l seminar on GL training and teaching (year 2, Marche)								
5.7.7.2	Workshop facilitators for Int'l seminar on GL training and teaching (year 2, Marche)								
<b>5.7.8</b>	<b>Short term inputs (lecturers, authors, etc.) - Activity 2.3.1</b>								
5.7.8.1	Trainer for training of CSOs - Italy Trentino								
5.7.8.2	Trainers for training of CSOs - Austria								
5.7.8.3	Workshop facilitator for training of CSOs - Austria (budget line removed)								
5.7.8.4	Trainers for training of CSOs - Czech Rep								
5.7.8.5	Trainers for training of CSOs - France								
5.7.8.6	Trainers for training of CSOs - Ireland								
5.7.8.7	Trainers for training of CSOs - Portugal								
<b>5.7.9</b>	<b>Short term inputs (lecturers, authors, etc.) - Activity 3.1.2</b>								
5.7.9.1	NGO Experts organising awareness raising activities in schools Latvia								
5.7.9.2	LA and NGO Experts organising awareness raising activities in schools Czech Rep								
5.7.9.3	GL Experts organising awareness raising activities in schools Portugal								
5.7.9.4	NGO Experts organising awareness raising activities in schools France								
<b>5.7.10</b>	<b>Short term inputs (lecturers, authors, etc.) - Activity 4.1.2</b>								
5.7.10.1	Lecturers/experts for end of the project national seminar in Italy Marche								
5.7.10.2	Workshop facilitators for end of the project national seminar in Italy Marche								
<b>5.7.11</b>	<b>Short term inputs (lecturers, authors, etc.) - Activity 4.1.3</b>								
5.7.11.1	Lecturers/experts for Int'l Final Conference in Italy Trentino (year 3)								
5.7.11.2	Workshop facilitators for Int'l Final Conference in Italy Trentino (year 3)								

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Annex A. Budget for the Action		Annex B. Budget for the Action		Annex C. Budget for the Action					
Annex A. Budget for the Action		Annex B. Budget for the Action		Annex C. Budget for the Action					
CODE	Costs	Unit	# of units	Unit rate (in EUR)	Costs (in EUR)	Unit	# of units	Unit rate (in EUR)	Costs (in EUR)
	Sub-total 5.7.7-5.7.11				0,00				0,00
	<b>Sub-total 5.6 &amp; 5.7</b>				<b>22.200,00</b>				<b>6.200,00</b>
<b>5.8</b>	<b>Costs of conferences/seminars (room hire, etc.)</b>								
<b>5.8.1</b>	<b>Costs of conferences/seminars (room hire, etc.) - Activity 1.1.2</b>								
5.8.1.1	Cost of Int'l Steering Committee meeting in Ireland (year 1): catering 3days								
5.8.1.2	Cost of Int'l Steering Committee meeting in Italy Trento (year 1): catering 3days								
5.8.1.3	Cost of Int'l Steering Committee meeting in Austria (year 2): catering 3days								
5.8.1.4	Cost of Int'l Steering Committee meeting in Italy Marche (year 2): catering 3days								
5.8.1.5	Cost of Int'l Steering Committee meeting in Czech Rep. (year 3): catering 3days								
5.8.1.6	Cost of Int'l Steering Committee meeting in Italy Trento (year 3): catering 3days								
<b>5.8.2</b>	<b>Costs of conferences/seminars (room hire, etc.) - Activity 1.2.1</b>								
5.8.2.1	Cost of expert group meetings in Czech Republic: room & catering								
<b>5.8.3</b>	<b>Costs of conferences/seminars (room hire, etc.) - Activity 1.2.2</b>								
5.8.3.1	Cost of Int'l Scientific Committee meeting in Trento (2 days): catering								
5.8.3.2	Cost of Int'l Scientific Committee meeting in Portugal (2 days): catering								
5.8.3.3	Cost of Int'l Scientific Committee meeting in UK (2 days): catering								
5.8.3.4	Cost of Int'l Scientific Committee meeting in France (2 days): catering								
<b>5.8.4</b>	<b>Costs of conferences/seminars (room hire, etc.) - Activity 1.3.1</b>								
5.8.4.1	Cost for meeting researchers in Ireland (year 1): catering for 2 days								
5.8.4.2	Cost for meeting researchers in Austria (year 2): catering for 2 days								
5.8.4.3	Cost for meeting researchers in Czech Rep (year 3): catering for 2 days								
<b>5.8.5</b>	<b>Costs of conferences/seminars (room hire, etc.) - Activity 1.4.1</b>								
5.8.5.1	Cost for Int'l seminar on LA in Italy Trentino (year 1): catering for 2 days								0,00
	Sub-total (5.8.1-5.8.5)								0,00
<b>5.8.6</b>	<b>Costs of conferences/seminars (room hire, etc.) - Activity 1.4.2</b>								
5.8.6.1	Costs of LA training in Spain (year 2-3): catering&room								
5.8.6.2	Costs of LA training in Austria (year 2-3): catering&room								
5.8.6.3	Costs of LA training in Czech Republic (year 2-3): catering&room								
5.8.6.4	Costs of LA training in France (year 2-3): catering&room								
5.8.6.5	Costs of LA training in UK (year 2-3): catering&room								
<b>5.8.7</b>	<b>Costs of conferences/seminars (room hire, etc.) - Activity 2.2.1</b>								
5.8.7.1	Costs of teacher training in Czech Rep								
5.8.7.2	Costs of teacher training in Ireland								
<b>5.8.8</b>	<b>Costs of conferences/seminars (room hire, etc.) - Activity 2.2.3</b>								
5.8.8.1	Lunch for Int'l seminar on GL training and teaching (year 2, Marche)								
5.8.8.2	Room hire for Int'l seminar on GL training and teaching (year 2, Marche)								
<b>5.8.9</b>	<b>Costs of conferences/seminars (room hire, etc.) - Activity 2.3.1 &amp; 2.2.1</b>								
5.8.9.1	Catering and room rent for teachers & CSOs training Austria								
<b>5.8.10</b>	<b>Costs of conferences/seminars (room hire, etc.) - Activity 4.1.2</b>								
5.8.10.1	Room hire for end of the project national seminar in Italy Marche								
5.8.10.2	Catering and room hire for end of the project national seminar in Spain								
5.8.10.3	Catering and room hire for end of the project national seminar in Austria								
	Sub-total	Per unit	1,00	900,00	900,00	Per day	8,00	200,00	1.600,00

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Annex A. Budget for the Action<sup>1</sup> Annex B. Budget for the Action<sup>1</sup>

CODE	Costs	All Years			Year 1		
		Unit	# of units	rate (in EUR) (in EUR) (in EUR)	Unit	# of units	rate (in EUR) (in EUR) (in EUR)
6.1	Educational resources for teacher training Austria - Activity 2.1.1 & 2.2.1						
6.2	Educational theatre for Int'l seminar on GL training and end of project seminar (year 2 and 3. Marche) - Activity 2.2.3 & 4.1.2						
6.3	Financial support to third parties - Italy Trentino						
6.4	Financial support to third parties - France						
6.4	Financial support to third parties - Ireland						
6.6	Financial support to third parties - Spain	Per unit	1,00	50,000,00	Per year	1,00	20,000,00
	<b>SUB-TOTAL Other costs 6</b>			<b>50,000,00</b>			<b>20,000,00</b>
7.	<b>Subtotal direct eligible costs of the Action (1-6)</b>			<b>253,248,18</b>			<b>78,870,76</b>
8.	Provision for contingency reserve (maximum 5% of 7, subtotal of direct eligible costs of the Action)			0,00			0,00
9.	<b>Total direct eligible costs of the Action (7+8)</b>			<b>253,248,18</b>			<b>78,870,76</b>
10	Indirect costs (maximum 7% of 9, total direct eligible costs of the Action)			16,666,51			5,555,50
11	<b>Total eligible costs (9+10)</b>			<b>269,914,69</b>			<b>84,426,26</b>

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**ANNEX B:**  
**REPORTING AND PLANNING**

The Consortium Partners shall provide the PAT will all required information on the implementation of the Project. Progress and planning reports must be drafted in English. Financial reports must be drafted in English and in Euro. The reports shall be laid out in such a way as to allow comparison of the objective(s), the means envisaged or employed, the results expected and obtained and the budget details of the Project.

The PAT will collect all the information provided by the Consortium Partners and draw up consolidated interim and final reports for the Contracting Authority.

**I. The Consortium Partner**

Shall submit to the PAT for planning and monitoring purposes the following documents:

**1. Progress and Final Reports**

1.1. **Six-month progress reports** as of September 30<sup>th</sup> of every year (2015, 2016, 2017) should be transmitted to the PAT **within 30 days** from this date and include the following sections:

- An overall assessment of the results of the Project including observations on the performance and the achievement of the outcomes and impact in relation to the specific and overall objectives and whether the project has had any unforeseen positive or negative results – max ½ page
- A more detailed assessment of the implementation of the Project including an analysis of progress in achieving the expected results (quantify the achievement of each result referring to the indicators in the logframe) and a description of the activities undertaken within the reporting period, including any changes and modifications with regard to the initial plan (explain any changes, especially any underperformance, referring to the indicators and assumptions in the logframe) – max 3 pages
- If applicable, a description of the award and implementation of any financial support given to third parties, including information on the award procedures, on the identities of the recipient of financial support, the amount granted, the results achieved, the activities carried out, the problems encountered and solutions found and a timetable of the activities which still need to be carried out – max 2 pages
- An analysis of the difficulties and obstacles faced, especially those which may hinder or prevent accomplishment of the objectives of the project, and strategies to overcome these difficulties (assess the risks that might have jeopardised the realisation of the activities and explain how they have been tackled) – max 1 page
- An assessment of the Consortium Partner's relations with Final Beneficiaries and Target groups, State authorities in its own country, other Stakeholders that have been involved in the Project and how these relationships affected the Project. Please, describe also any links and synergies developed with other EC DEAR Projects – max 1 page
- An assessment of the Partnership of the Project, in particular the relationship with the PAT, the other Co-applicants and the Associates – max ½ page
- An assessment of the implementation of the communication plan and how the Consortium Partner is ensuring visibility of the EU contribution – max ½ page
- Any other information that may be requested by the PAT for the monitoring of the Project



1.2. **An annual progress report** about all activities carried out as of March 31<sup>st</sup> of year 2016 and 2017 must be transmitted to the PAT **within 30 days** of these dates and must be based on the model Narrative report (see Annex VI of the Grant contract between the PAT and the Contracting Authority - Interim Narrative Report)

1.3. **A final comprehensive report** about the Consortium Partner's activity as of 31<sup>st</sup> March 2018, covering the whole three years term and dimension of the Project must be transmitted to the PAT **within 45 days after the Project is completed** and must be based on the model Final Narrative Report (see Annex VI of the Grant contract between the PAT and the Contracting Authority - Final Narrative Report)

## 2. Financial Reports

**Six-month financial reports** showing funds foreseen for and amounts spent in the reporting period, as of September 30th and March 31st (evidence is considered the date of reception by the PAT) must be transmitted to PAT according to the format provided in Annex VI of the Grant contract **within 30 days** from the end of the reporting period.

The financial report should include:

- Expenditures compared to the approved budget, together with explanations for significant modifications
- Detail of expenditures (list of invoices) and proof of payment. Details of each expenditure must include: date, amount, purpose, recipient, and the corresponding receipt number
- If applicable, a breakdown and an analysis of advances not accounted for
- Notes to financial reporting with a commentary on unusual payments.
- Original receipts of expenses in local currency will remain with the Consortium Partner

The Consortium Partner must transmit to the PAT via express mail the certified (true and faithful) hardcopy of the list of invoices and all fiscal receipts of the occurred expenses (invoices, vouchers, receipts, tickets, boarding cards, bank statement, contracts and supply for procurement and so on) ordered and numbered coherently with the budget lines of the Project. Each supporting document must be accompanied by a short translation of basic information in accordance to the provided form.

## 3. Implementation Plans

An **annual operation plan** and **financial forecast**, stating the planned activities and the related budget for the subsequent year must be transmitted by 1<sup>st</sup> May of every year. In year 1 the deadline for submission is postponed to 31<sup>st</sup> May.

The annual operation plan shall include an indicative time table and make reference to the project description, i.e. the logical framework of the Project, the six month/annual progress reports, and the financial report. The financial forecast shall be compiled on the basis of the approved budget and the financial report submitted for the previous year.

**The PAT may request additional information at any time. Such information must be provided in English within 14 days from the written request.**

**Table summarising reporting requirements:**

INTERIM PROGRESS REPORTS	1 <sup>st</sup> Report: 30 October 2015 2 <sup>nd</sup> Report: 30 October 2016 3 <sup>rd</sup> Report: 30 October 2017	Deadline to submit the <b>six-month progress reports</b> referring in year 1 to the first 6 months of project (from 01/04/2015 to 30/09/2015) and to the same period in the following two years
ANNUAL PROGRESS REPORTS	1 <sup>st</sup> Report: 30 April 2016 2 <sup>nd</sup> Report: 30 April 2017	Deadline to submit the <b>annual progress reports</b> referring in year 1 to the period from 01/04/2015 to 31/03/2016 and in year 2 to the period from 01/04/2016 to 31/03/2017)
FINAL REPORT	Final Report: 15 May 2018	Deadline to submit the <b>final comprehensive report</b> referring to the period 01/04/2015 to 31/03/2018
FINANCIAL REPORTS	1 <sup>st</sup> Report: 30 October 2015 2 <sup>nd</sup> Report: 30 April 2016 3 <sup>rd</sup> Report: 30 October 2016 4 <sup>th</sup> Report: 30 April 2017 5 <sup>th</sup> Report: 30 October 2017 6 <sup>th</sup> Report: 15 May 2018	Deadline to submit the <b>six-month financial reports</b> . The first report refers to the period from 01/04/2015 to 30/09/2015. The subsequent reports will cover the following six-months.
IMPLEMENTATION PLANS	1 <sup>st</sup> Plan: 31 May 2015 2 <sup>nd</sup> Plan: 1 May 2016 3 <sup>rd</sup> Plan: 1 May 2017	Deadline to submit the <b>annual operation plan</b> and <b>financial forecast</b> referring in year 1 to the period from 01/04/2015 to 31/03/2016 and to the same period in the following years

**H. The Autonomous Province of Trento**

The PAT will provide the Consortium Partner with comments on the reports sent by the Consortium Partner (progress and financial reports and implementation plans).

The PAT shall be in charge of confirming that the expenditure reported by the Consortium Partner has been incurred by the Consortium Partner for the purpose of implementing the project and that it corresponds to the activities laid down in the Description of the Action (Annex I).

In the event of expenditure presented by the Consortium Partner which has not been incurred for the purpose of implementing the Project or does not correspond to the activities of the Implementation Plan (see art.3), the PAT shall ask the Consortium Partner to redraft the submitted financial documents; the PAT shall be entitled to deny the expenditure declared by the Consortium Partner. In that case, the PAT is obliged to inform the Consortium Partner concerned of the denial of the expenditure declared and the motivation thereto.

ANNEX C:  
MANAGEMENT AND ADMINISTRATION OF FUNDS

**I. Generalities**

The project budget is calculated in **EURO**. Claims can not be made for financial losses because of changes in the exchange rates. It should be considered, that the available amount in local currency will depend on the actual exchange rate. The procedures related to spending of project money are defined by the Contracting Authority: "The Contracting Authority shall make payments in the currency of the country to which it belongs or in euro, in accordance with the Special Conditions. In the latter case, any conversion into euro of the real costs borne in other currencies shall be done at the rate made up by the average of the rates published in InfoEuro for the months covered by the relevant report, unless otherwise provided in the Special Conditions".

In the event of an exceptional exchange-rate fluctuation, the Parties shall consult each other with a view to amending the Action in order to lessen the impact of such a fluctuation. Where necessary, the Contracting Authority may take additional measures such as terminating the Contract.

The PAT is responsible for monitoring and ensuring that amendments to the budget do not effect the basic purpose of the Project. Changes in budget lines are allowed as long as the maximum amount of funding awarded is not exceeded. **Only with explicit prior approval of the Contracting Authority through the PAT it is possible for the Consortium Partner to amend the budget.** The Consortium partner intending to have a transfer between items within the same main budget heading including cancellation or introduction of an item, or a transfer between main budget headings involving a variation of a maximum 25% of the amount originally entered in relation to each concerned main heading for eligible costs **must inform in writing the PAT and await prior approval.**

The Consortium Partner recognises that there is no claim on money not spent on a budget position or not spent within the budget period.

The Consortium Partner recognises his/her obligation to contribute 15% of her/his expenditure of this project following what stated in the Partnership Agreement. Should the Consortium Partner not be able to find sufficient co-financing or own financial contributions over the project course:

- it must inform the PAT as soon as the problem becomes apparent
- it must refrain from any further spending it cannot provide matching funds for until a solution to the problem is found

In case of emergency and/or delay of money transfer, the Consortium Partner will, if possible, provide an advance of project funds.

The Consortium Partner may not seek to make payments resulting out of this agreement through the use of cession, pawning etc. Any such payments made against this prohibition will not be approved by the PAT.

**II. Transfer of Funds**

1. Transfers of funds will be made by bank transfer.

The Consortium Partner has to inform the PAT about the account number, the name of the account, the name and the detailed address of the bank and the signatories.



The PAT will inform the Consortium Partner about the sum transferred and the date of each transfer.

Immediately after each remittance, the Consortium Partner has to transmit an acknowledgement of receipt including a bank statement which shows the remitter, the amount transferred (in EURO) and the amount received in currency of the local account. For each transfer of funds, the receipt of the exchange rate must be kept with the books. A copy has to be sent to the PAT together with the six-monthly financial statement.

3. Funds will only be transferred if the Consortium Partner has fulfilled the reporting requirements set out in Annex B and in particular under the condition that the Consortium Partner has transmitted satisfactory:

- Progress reports (six-monthly and annual)
- Financial reports (six-monthly and annual)
- Implementation plans (annual)

4. The PAT may suspend the transfer of funds in the following cases:

- The Consortium Partner's contribution is less than the due share of 15% of its budget
- Gross differences between the implementation and the project planning
- Presentation of unintelligible reports
- Delayed presentation of reports
- Non-observance of the provisions in Annex B

Under these circumstances, further payments shall not be effected till the problem is resolved.

5. **Payments shall be made by the PAT to the Consortium Partner as follows:**

Initial Pre-financing, after the signature of the Partnership Agreement: 80% of the grant assigned for Year 1 to the Consortium Partner

Second Pre-financing, after the reception of reports for Year 1 and upon presentation of the Implementation plan for Year 2: balance of Year 1 plus 80% of the grant assigned to the Consortium Partner for Year 2

Third Pre-financing, after the reception of reports for Year 2 and upon presentation of the Implementation plan for Year 3: balance of Year 2 plus 80% of the grant assigned to the Consortium Partner for Year 3

Final balance: subject to the approval of Final reports by the Contracting Authority

If at the end of each reporting period the part of the expenditures actually incurred by each Partner is less than 70% of the previous payment (and 100% of any previous payments) the further pre-financing payment shall be reduced by the amount corresponding to the difference between the 70% of the previous pre-financing payment and the part of the expenditures actually incurred which is transferred by the PAT.

The PAT shall pay the due amount to the Consortium Partner 15 within max 30 days after the reception of each instalment by the Contracting Authority.



### **III. Accounting**

1. The Consortium Partner shall ensure that the expenditure presented to the PAT has been incurred for the purpose of implementing the Project and correspond to the activities detailed in the Description of the Action (Annex I of the Grant contract) and each Implementation Plan.

The Consortium Partner shall immediately inform the PAT if costs are reduced or one of the disbursement conditions ceases to be fulfilled.

2. The Consortium partner shall install a separate accounting system for the administration of the present Project and safeguard that the eligible costs as well as the received funds can be clearly identified. The Consortium Partner must maintain a project accounting system which shall provide a clear statement of all income and expenses in local currency and EURO. In cases of necessity this has to be adapted according to the requirements expressed by the Contracting Authority to accept the annual and final financial reports of this project.
3. To be acknowledged for accounting, an **invoice** must:
  - State the correct name and address of the organisation
  - State date, address of the provider, item(s)/services purchased, purpose of the purchase
  - State an invoice number
  - Be kept in a separate file and classified according to the budget line.
4. The Consortium Partner has to file the original vouchers for at least 5 years starting from the date of receipt of the last transfer by the PAT. Upon request of the Contracting Authority or the PAT, the original vouchers must be sent to the PAT together with the annual accounts whereby the PAT obliges itself to return the original vouchers after they have been examined by the Contracting Authority or the PAT. The PAT is allowed to make copies of the original vouchers.

**All transfers of funds will be made to Diputación Provincial de Zaragoza as follows**

#### **Addresses and Bank Details**

**DIPUTACIÓN PROVINCIAL DE ZARAGOZA (DPZ)**  
Plaza de España, 2 – 50071 Zaragoza Spain

IBERCAJA BANCO SAU  
Bank Account No: 2085 0126 74 0300016517  
IBAN: ES40  
BIC: CAZR ES 2Z XXX



PROVINCIA AUTONOMA DI TRENTO

**Servizio Emigrazione e Solidarietà Internazionale**

Via Gazzoletti, 2 - 38122 Trento  
Tel. 0461 493441 - Fax 0461 493407  
serv.emigr-sol.int@provincia.tn.it  
serv.emigr-sol.int@pec.provincia.tn.it

To the kind attention of  
Diputación Provincial de Zaragoza  
Área de Bienestar Social y Desarrollo  
Plaza de España, 2  
50071 Zaragoza (SPAIN)

Trento, 17 AGO. 2015

Prot. n. S130/15/ 410507 /23.14

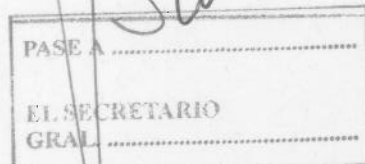
**Subject: Partnership Agreement "Global Schools"**

Dear Mr. Sánchez Quero,

Please, find enclosed your copy of the partnership agreement signed by the Autonomous Province of Trento in connection to the project "Global Schools" (grant contract DCI-NSAED/2014/338-378).

Best regards,

Maurizia Zadra  
Executive of the Emigration and International Solidarity Dpt.



DIPUTACION PROVINCIAL DE ZARAGOZA  
REGISTRO ENTRADA  
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