

**Partnership Agreement
for
donor partnership project**

between

Beckov municipality
Beckov 180, 916 38 Beckov, Slovakia
Represented by
Mr. Daniel Hladký, mayor
e-mail: starosta@obec-beckov.sk,
hereinafter referred to as the “*Project Promoter*”

and

Høgskulen for Grøn Utvikling
Arne Garborgsveg 22, 4340 Bryne, Norway
Organisation number 923 717 803
Represented by
Professor Dag Jørund Lønning
e-mail: rector@hgut.no
hereinafter referred to as the “*Project Partner*”

hereinafter referred to individually as a “*Party*” and collectively as the “*Parties*”

**for the implementation of the Project DRAGON in Beckov, Slovakia (CLT01014)
funded under the EEA Financial Mechanism Programme**

IT IS AGREED AS FOLLOWS:

Article 1 – Scope and objectives

1. This Partnership Agreement (hereinafter referred to as the “Agreement”) defines the rights and obligations of the Parties and sets forth the terms and conditions of their cooperation in the implementation of the Project DO RECONSTRUCTION

AUTHENTICALLY AND GO ON (acronym DRAGON) in Beckov, Slovakia (Nr. CLT01014), as described and defined in Annexes 1 (Budget), 2 (Work Plan) and 3 (Description of Activities of the Partner).

2. The Parties shall act in accordance with the legal framework of the EEA Financial Mechanism 2014-2021, namely with the Regulation on the implementation of the EEA Financial Mechanism 2014-2021 (hereinafter referred to as the "Regulation"). The Parties expressly acknowledge to have access to and to be familiar with the content of the Regulation.

3. Any Annexes to this Agreement constitute an integral part of the Agreement. In case of inconsistencies between the Annexes and the Agreement, the latter shall prevail.

Article 2 – Entry into force and duration

1. This Agreement shall enter into force on the date of the last signature by the Parties. It shall remain in force until the Project Partner has discharged in full its obligations towards the Project Promoter as defined in this Agreement.

Article 3 – Main roles and responsibilities of the Parties

1. The Parties shall take all appropriate and necessary measures to ensure fulfilment of the obligations and objectives arising out of this Agreement.

2. The Parties shall carry out their respective obligations with efficiency, transparency and diligence. They shall keep each other informed about all matters of importance to the overall cooperation and the implementation of the activities to be performed. They shall act in good faith in all matters and shall, at all times, act in the interest of the Programme and the Project.

3. The Parties shall make available sufficient and qualified personnel, which shall carry out their work with the highest professional standard. While carrying out the assignment under this Agreement, the personnel and entities engaged by either Party shall comply with the laws of the respective countries.

4. Whenever in the performance of their assignments under this Agreement the Parties' personnel are on the premises of the other Party, or at any other location in the other Party's country on request of such Party, that Party shall ensure that such premises and locations comply with all applicable national health, safety and environmental laws and standards. The Parties shall take all necessary precautions to prevent the occurrence of any injury to persons or damage to the property of the other Party in connection with the implementation of the Project.

Article 4 – Obligations of the Project Promoter

1. The Project Promoter is responsible for the overall coordination, management and implementation of the Project in accordance with the regulatory and contractual framework specified herein. It assumes sole responsibility for the successful implementation of the Project towards the Programme Operator.
2. The Project Promoter undertakes to, *inter alia*:
 - (a) ensure the correct and timely implementation of the Project's activities;
 - (b) promptly inform the Project Partner on all circumstances that may have a negative impact on the correct and timely implementation of any of the Project's activities, and of any event that could lead to a temporary or final discontinuation or any other deviation of the Project;
 - (c) provide the Project Partner with access to all available documents, data, and information in its possession that may be necessary or useful for the Project Partner to fulfil its obligations; in cases where such documents, data and information are not in English, it shall provide an English translation thereof when so requested by the Project Partner;
 - (d) provide the Project Partner with a copy of the signed Project Contract, including any subsequent amendments thereof as of their entry into force;
 - (e) consult the Project Partner before submission of any request for amendment of the Project Contract to the Programme Operator that may affect or be of interest for the Project Partner's role, rights and obligations hereunder;
 - (f) prepare and submit in a timely manner to the Programme Operator necessary reports in connection with the payment claims, in compliance with the Programme Agreement and the Project Contract so as to meet the payment deadlines towards the Project Partner as stipulated in this Agreement;
 - (g) transfer to the Project Partner's nominated bank account all payments due by the set deadlines;
 - (h) ensure that the Project Partner promptly receives all assistance it may require for the performance of its tasks.

Article 5 – Obligations of the Project Partner

1. The Project Partner is responsible for the performance of the activities and tasks assigned to it in accordance with this Agreement and its [Annexes Nr. 1 (Budget), 2 (Work Plan) and 3 (Description of Activities of the Partner)].
2. In addition to the above obligations, the Project Partner shall:

- (a) promptly inform the Project Promoter on relevant circumstances that may have an impact on the correctness, timeliness and completeness of its performance;
- (b) provide the Project Promoter with all information necessary for the preparation of [any reports due by the Project Promoter to the Programme Operator] within the deadlines and according to the reporting forms set by the Project Promoter;
- (c) immediately inform the Project Promoter of any cases of suspected or actual fraud, corruption or other illegal activity that come to its attention, at any level or any stage of implementation of the Project;
- (d) keep all supporting documents regarding the Project, including the incurred expenditure, either in the form of originals or in versions certified to be in conformity with the originals on commonly accepted data carriers, for at least three (3) years from the [FMC/NMFA]'s approval of the final programme report;
- (e) provide any bodies carrying out mid-term or ex-post evaluations of the Programme, as well as any monitoring, audits and on the spot verifications on behalf of the [EEA/Norwegian] Financial Mechanism any document or information necessary to assist with the evaluation;
- (f) effectively participate in promoting the objectives, activities and results of the Financial Mechanism as well as the Donor(s)'s contribution to reducing economic and social disparities in the European Economic Area.

Article 6 – Project budget and eligibility of expenditures

1. The detailed total Project budget, the budget share of the Project Partner as well as the allocation of the budget, amongst the activities to be performed by *the Project Partner* is fixed in Annex 3.
2. Expenditures incurred by the Project Partner must be in line with the general rules on eligibility of expenditure contained in the Regulation, specifically Chapter 8 thereto.
3. Indirect costs shall be claimed by the application of the following method: a flat rate of up to 25% of total direct eligible costs, excluding direct eligible costs for subcontracting and the costs of resources made available by third parties which are not used on the premises of the Project Promoter or Project Partner.

Article 7 – Financial management and payment arrangements

1. Payment of the project grant share to the Project Partner shall take the form of *advance payments*.

2. The advance payment to the Project Partner shall be made no later than *60 working days* of the crediting of the advance payment from the Programme to the Project Promoter's bank account.
3. All amounts shall be denominated in Euro.
4. Payments to the Project Partner shall be made to the Project Partner's bank account denominated in Euro, identified as follows:

Bank Account holder: Høgskulen for Grøn Utvikling
Bank Name: Jæren Sparebank
Branch Name: Bryne
Branch/bank Address: Jernbanegata 6, 4340 Bryne, Norway
IBAN account: NO8832905997156
BIC (SWIFT) code: KLEPNO21
5. Payments shall be deemed to have been made on the date on which the Project Promoter's account is debited.
6. In case partner manages accounting in a currency which is different than EUR, he shall convert the total amount of expenditure in accounting document list into EUR while using exchange rate declared by European Commission in the month when expenditure was booked in his accounting and such expense shall be recognized as eligible maximally to the level of amount converted into EUR in this way.

Article 8 – Proof of expenditure

1. Costs incurred by the Project Partner shall be supported by receipted invoices or alternatively by accounting documents of equivalent probative value.
2. Proof of expenditure shall be provided by the Project Partner to the Project Promoter to the extent necessary for the Project Promoter to comply with its obligations to the Programme Operator.
3. Indirect costs claimed by the application of a flat rate do not need to be supported by accounting documents.

Article 9 – Progress and financial reports

Partners are obliged to prepare short written progress reports, including photodocumentation of activities and their results once a year.

Article 10 – Audits

Partners are obliged to fully cooperate when the audit obligation arises.

Article 11 – Procurement

1. National and EU law on public procurement shall be complied with by the Parties at any level in the implementation of the Project.
2. The applicable procurement law is the law of the country in which the procurement is being carried out.

Article 12 - Conflict of interest

1. The Parties shall take all necessary measures to prevent any situation that could compromise the impartial and objective performance of the Agreement. Such conflict of interests could arise in particular as a result of economic interest, political or national affinity, family or emotional ties, or any other relevant connection or shared interest. Any conflict of interests which could arise during the performance of the Agreement must be notified to the other Party in writing without delay. In the event of such conflict, the Party concerned shall immediately take all necessary steps to resolve it.
2. Each Party reserves the right to verify that such measures are adequate and may require additional measures to be taken, if necessary, within a time limit which it shall set. The Parties shall ensure that their staff, board and directors are not placed in a situation which could give rise to conflict of interests. Each Party shall immediately replace any member of its staff exposed to such a situation.

Article 13 - Confidentiality

All information that is not explicitly listed as confidential is considered public.

Article 14 - Intellectual property rights

All materials and documents that are the result of the implementation of this project, are considered public. The user must indicate the source when using them.

Article 15 – Liability

Each party shall be liable for damage caused by that party or by a person acting on its behalf. The Project Promoter is responsible for consequences on the Project Partner's property, caused by force majeure (vis maior).

Article 16 – Irregularities

1. Irregularities are defined in accordance with Article 12.2 of the Regulation.
2. In case an irregularity has come to the attention of one Party, that Party shall immediately inform the other Party thereof in writing.
3. In cases where measures to remedy any such irregularity are taken by the competent bodies referred to in Chapter 12 of the Regulation, including measures to recover funds, the Party concerned shall be solely responsible for complying with such measures and returning such funds to the Programme. The Project Partner shall, in such cases, return the recovered funds through the Project Promoter.

Article 17 – Suspension of payments and reimbursement

1. In cases where a decision to suspend payments and/or request reimbursement from the Project Promoter is taken by the Programme Operator, the National Focal Point or the Donor State[s], the Project Partner shall take such measures as are necessary to comply with the decision.
2. For the purposes of the previous paragraph, the Project Promoter shall, without delay, submit a copy of the decision referred to in the previous paragraph to the Project Partner.

Article 18 – Termination

1. Either Party may terminate this Agreement in the event of repeated or gross breach by the other Party of its obligations.
2. Furthermore, in case of termination of the Project Contract for any reason whatsoever, the Project Promoter may terminate this Agreement with immediate effect.

Article 19 - Assignment

1. Neither Party shall have the right to transfer their rights and obligations under this Agreement without the prior consent of the other Party.
2. The Parties acknowledge that all assignment of rights and obligations under this Agreement is dependent upon the Programme Operator's prior consent in accordance with the provisions of the Project Contract.

Article 20 – Amendments

1. Any amendment to this Agreement, including its Annexes, shall be the subject of a written agreement concluded by the Parties.

Article 21 – Severability

1. If any provision of this Agreement (or part of any provision) is found by any court, tribunal or other authority of competent jurisdiction to be invalid, illegal or unenforceable, that provision or part-provision shall, to the extent required, be deemed not to form part of the Agreement, and the validity and enforceability of the other provisions of the Agreement shall not be affected.
2. If a provision of this Agreement (or part of any provision) is found illegal, invalid or unenforceable, the Parties shall negotiate in good faith to amend such provision such that, as amended, it is legal, valid and enforceable and, to the greatest extent possible, achieves the Parties' original intent.

Article 22 – Notices and language

1. All notices and other communications between the Parties shall be made in writing and be sent to the following addresses:

For the Project Promoter:

Obec Beckov

Beckov 180, 916 38 Beckov, Slovakia

For the Project Partner:

Høgskulen for Grøn Utvikling

Arne Garborgsveg 22, 4340 Bryne, Norway

2. The language governing the execution of this Agreement is English. All documents, notices and other communications foreseen in the framework of this Agreement shall be in English.

Article 23 – Governing law and settlement of disputes

1. The construction, validity and performance of this Agreement shall be governed by the laws of the Slovak Republic. Internal relations of the Project Partner shall be governed by the laws of Norway.
2. Any dispute relating to the conclusion, validity, interpretation, or performance of this Agreement shall be resolved amicably through consultation between the Parties.
3. This Agreement has been prepared in two originals, of which each Party has received one.

For the *Project Promoter*


Signed in Beckov on 

Daniel Hladký
Mayor

OBEC BECKOV
918 38 Beckov 180
Tel: 032 77427 21
iČO: 00311413 DIČ: 2021091336

For the *Project Partner*

Signed in Bryne, Norway on 21 October 2020

Hrolf Lag Jørand Lønning
Rektor 



Høgskulen for grøn utvikling

Arne Garborgsveg 22
4340 Bryne • Norge
www.hgut.no

ANNEX 1

BUDGET

Direct expenditure	874.192 €
Reserve	15.000 €
<u>Total eligible expenditure</u>	<u>889.192 €</u>

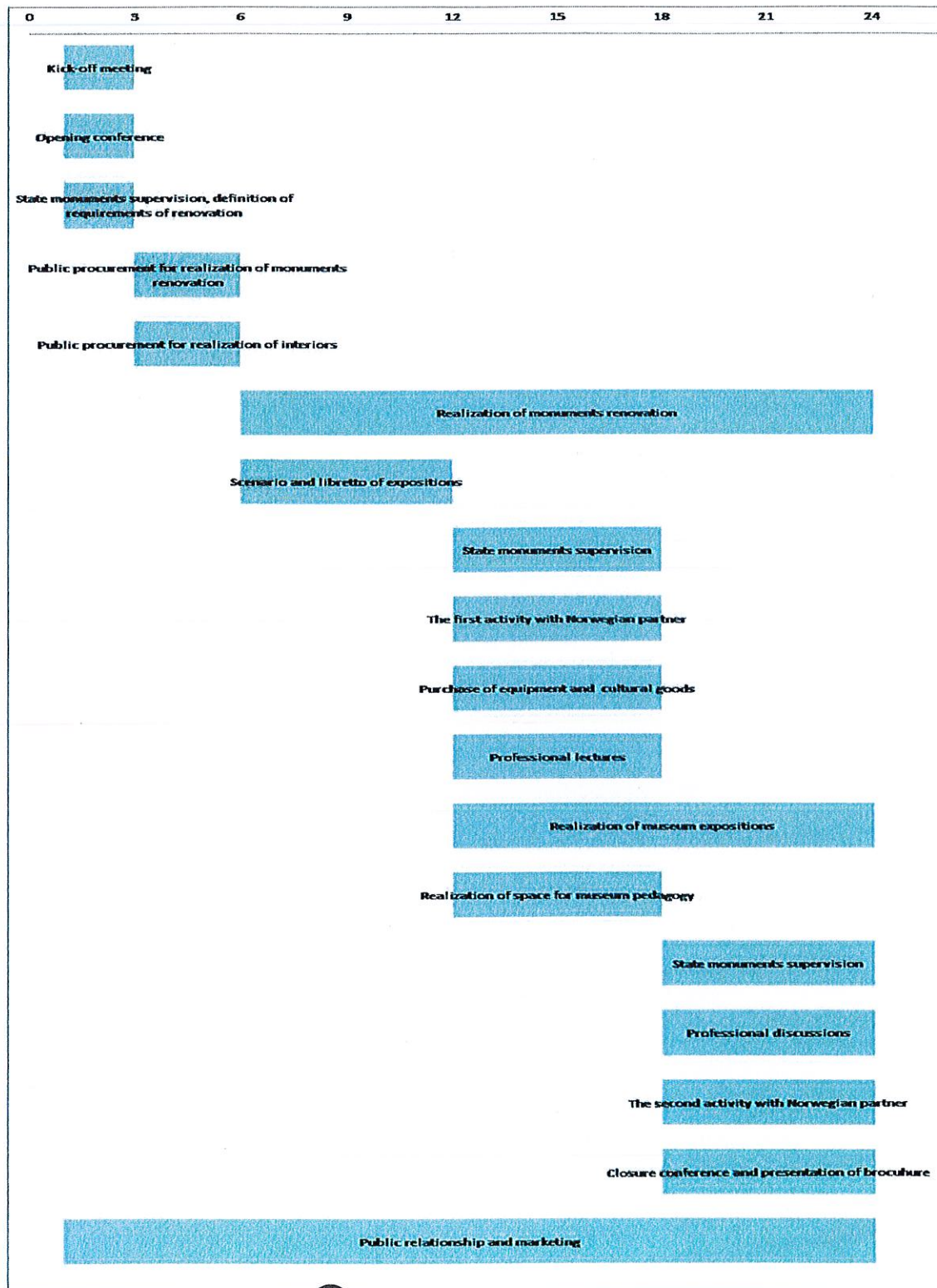
Direct expenditure:

aa) Project Management	96.000 €
ab) Restoration of Cultural Monuments	558.942 €
ac) Purchase of Interior equipment and cultural goods	149.400 €
ad) Cultural, creative and educational activities	18.750 €
ae) PR and marketing	51.100 €
<u>total:</u>	<u>874.192 €</u>

Activity	Project Promoter	Partner 1	Partner 2	Partner 3
	Beckov municipality	Association of historic towns and villages	Secondary Professional School Nové Mesto nad Váhom	The Norwegian University College for Agriculture and Rural Development
Project Management	96.000	0	0	0
Restoration of Cultural Monuments	558.942	0	0	0
Purchase of interior equipment and cultural goods	149.400	0	0	0
Cultural, creative and educational activities	11.250	0	0	7500
Public relationship and marketing	43.500	0	0	7600
Total	859.092	0	0	15100

ANNEX 2

WORK PLAN / GANTT CHART



HUGSTADEN INNGÅEN ANSULT
 2nd Garborgsveg 22
 4340 Bryne • Norge
 www.hug.no

ANNEX 3**DESCRIPTION OF ACTIVITIES OF THE PARTNER**

The Partner will mainly be engaged to support training and facilitation related to establishing a healthy, rich and sustainable dialogue with the local community, ensuring that local interests and expectation are taken into consideration when the project is started, carried out and even after it is finished.

- 1) Facilitating (advising through dialogue),
 - 2) Training (of project participants) and
 - 3) Supporting the empowerment of communities (to participate, support and get involved)
- will be main activities of the Partner.

The Partner will do this through workshops, either in Slovakia or in Norway.

1st Workshop (in Norway):

Here we will spend time to train partners to cooperate, teach simple methods for ensuring involvement and introduce presenters who have been through such a process and have them show how they did the work in practice. The aim is to introduce modes of cooperation, to understand what the basic conditions for cooperation are, and why cooperation is crucial for getting a sustainable/positive result. Depending on resources available, this will be a 2- or 3-day workshop. Participation from the project group, with addition of representatives from the community (and municipal authorities). The Partner will be the facilitators and trainers.

2nd workshop in Slovakia:

The aim of this workshop/training is to bring the project together with the community to learn about each other's expectations, resources and abilities. We know that there often is too little contact at an early stage between the groups, and this often results in each partner's good intentions not being recognized and integrated with the other partners. You could say we often see "many good intentions running in several directions". This will be done in a dialogue-based process. Again, a 3-day workshop is advisable. The Partner will be the facilitators and trainers.

3rd workshop in Slovakia

Community entrepreneurship. In this workshop there will be focus on how the community can use the project to develop activities either for commercial or for societal development. The commercial element might involve how the premises can be used, how the project's assets might enhance entrepreneurs' intentions and ideas, and how the cultural history and traditions can contribute to new activities. The societal element will focus on how the project can constitute a valuable addendum for social life and voluntary activities, how the project could supply possibilities for training and educating people in the community to support and participate in developing the project/the manor.

The Partner has developed a training module on this that can be carried out in 3-4 days, and will make intensive use of partners and participants' experiences and discuss how to develop them into new activities for the future (repurposing).

Facilitation

In addition to the workshops/training, the Partner will be available for facilitation. There will be meetings set up with the projects during the times we visit for doing the workshops, and they will be available for comments and non-synchronous interaction via e-mail etc. Details for how this is to be done (how much, what kind of replies we will be able to give etc.) will be negotiated on an annual basis.

Language

All communication with the Partner will be in English. Necessary translation will be supplied by the project.

Translating material for partners future use

The Partner will provide English versions of presentations (e.g. in Power-point). Partners are free to make further use of them, translating into Slovak and adapting for future use. In fact, this is encouraged, as this can be a good way for ensuring sustainability and the longevity of the project. If there is interest, and subsequent funding can be obtained, the Partners are willing to work further with all other partners to train them to deliver the training supplied in a Slovak setting.



Høgskulen for grøn utvikling

Arne Garborgsveg 22

4340 Bryne • Norge

www.hgut.no