



Education, Audiovisual and Culture Executive Agency

Tempus & Bilateral Cooperation with Industrialised Countries

Brussels, 09.11.2012
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File code: 2012-3652

Alexander Kvitashvili
IVANE JAVAKHISHVILI TBILISI STATE
UNIVERSITY
Chavchavadze Ave., 1,
GE - 0179 Tbilisi

Subject: Project number: 530360-TEMPUS-1-2012-1-GE-TEMPUS-JPCR (2012 - 3652 / 001 - 001)

Dear Sir/Madam,

Thank you for returning the two signed copies of the above mentioned Grant Agreement to us. Please find enclosed your copy duly signed by the Agency.

In addition to your Grant Agreement, we have enclosed a declaration which may be used in order to apply for a VAT exemption when purchasing equipment or services in the framework of your project.


Please note that any further correspondence concerning your project should always quote your project number (mentioned in subject) and should be sent to the following address:

Education, Audiovisual and Culture Executive Agency (EACEA)
Mr Klaus Haupt
Head of Unit P10
BOUR 02/17
1, Avenue du Bourget
1140 Brussels
Belgium

For further information regarding the management of your project, you may also use the following e-mail: EACEA-Tempus-Project-Management@ec.europa.eu or consult the "Guidelines for Use of the Grant" and the "Frequently asked questions" available on the Tempus website: <http://eacea.ec.europa.eu/tempus>.

Wishing you a successful project implementation,

Yours sincerely,


Klaus Haupt
Head of Unit

Enc. Grant Agreement
VAT exemption

Education, Audiovisual and Culture Executive Agency (EACEA) - Unit P10
Office: BOUR 02/17 - B-1140 Brussels - Belgium
Phone: (32-2)299.68.67 - Fax: (32-2) 299.45.30

http://eacea.ec.europa.eu/tempus/index_en.php
E-mail: EACEA-Tempus-Project-Management@ec.europa.eu



Education, Audiovisual and Culture Executive Agency

Tempus & Bilateral Cooperation with Industrialised Countries

Brussels, 09. 11. 2012

TO WHOM IT MAY CONCERN

The Education, Audiovisual and Culture Executive Agency, acting under powers delegated by the Commission of the European Union, confirms that the EU project 530360-TEMPUS-1-2012-1-GE-TEMPUS-JPCR

Number of the Agreement: 2012-3652

Title: "Development and Introduction of Multilingual Teacher Education Programs at Universities of Georgia and Ukraine"

having as partners the following consortium members:

- Ivane Javakhishvili Tbilisi State University
- Johann Wolfgang Goethe-Universität Frankfurt, DE
- Vilnius University, LT
- University of Latvia, LV
- Pädagogische Hochschule Freiburg, DE
- Ilia State University, GE
- Center for Civil Integration and Inter-Ethnic Relations, GE
- Akhalkalaki Higher Educational Institution College, GE
- Crimean University for the Humanities, UA
- Ivan Franko National University of Lviv, Ukraine, UA
- Oles Honchar Dnipropetrovsk National University, UA
- Akhaltsikhe State Educational University, GE

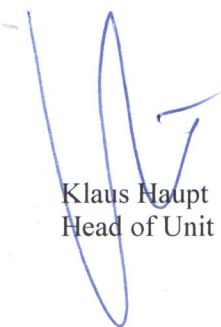
is awarded a grant in the framework of the Tempus Programme (Trans-European Cooperation Scheme for Higher Education).

Acquisition, delivery and installation of equipment and services provided for the above-mentioned consortium members in the Partner Countries are part of the EU Project 2012-3652.

Within the framework of a Tempus project all equipment purchased and the provision of services **in the Partner Countries** can be exempt from taxes (including VAT), duties and charges, if a Common Framework agreement (Financing agreement in the case of the Partner Countries in the Western Balkans) has been signed between the European Commission and **the Partner Country**.

The present certificate cannot be used to purchase equipment or services exempt from taxes (including VAT) within the European Union. However, equipment purchased within the EU with a view to being

immediately exported to Partner Countries in the framework of the Tempus programme may be exempted from taxes (including VAT), duties and charges in accordance with the normal rules.



Klaus Haupt
Head of Unit



Education, Audiovisual and Culture Executive Agency

Tempus & Bilateral Cooperation with Industrialised Countries

GRANT AGREEMENT FOR AN ACTION WITH MULTIPLE BENEFICIARIES

AGREEMENT NUMBER - 2012 - 3652 / 001 - 001

PROJECT NUMBER - 530360-TEMPUS-1-2012-1-GE-TEMPUS-JPCR

The Education, Audiovisual and Culture Executive Agency (the "Agency"), acting under powers delegated by the Commission of the European Union (the "Commission"), and represented by Mr Klaus Haupt, Head of Unit P10 Tempus & Bilateral Cooperation with Industrialised Countries,

of the one part,

and

IVANE JAVAKHISHVILI TBILISI STATE UNIVERSITY
ILIA CHAVCHAVADZE AVENUE, 1,
GE - 0179 TBILISI

hereinafter called the "co-ordinator" represented for the purposes of signature of this Agreement by **Alexander Kvitashvili**, the legal representative,

and the following "co-beneficiaries" (see Annex V)

who have conferred powers of attorney for the purposes of the signature of the Agreement to the representative of the co-ordinator,

collectively called the "beneficiaries", and each individually identified as "beneficiary" for purposes of this Agreement where a provision applies without distinction to the co-ordinator or a co-beneficiary,

of the other part,

HAVE AGREED

the **Special Conditions, General Conditions** and **Annexes** below:

Annex I	Description of the action
Annex II	Estimated budget of the action
Annex III	Mandates conferring powers of attorney from the co-beneficiaries to the co-ordinator
Annex IV	Technical implementation reports and financial statements to be submitted
Annex V	List of co-beneficiaries

which form an integral part of this Agreement (the "Agreement").

The terms set out in the Special Conditions shall take precedence over those in the other parts of the Agreement.

The terms of the General Conditions shall take precedence over those in the Annexes.

I - SPECIAL CONDITIONS

ARTICLE I.1 – PURPOSE OF THE GRANT

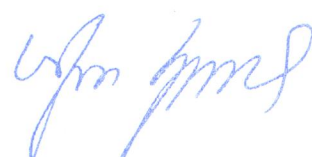
- I.1.1 A European Union grant is awarded, under the terms and conditions set out in the Special Conditions, the General Conditions and the Annexes to the Agreement, which the beneficiaries hereby declare that they have taken note of and accept, for the action entitled **Development and Introduction of Multilingual Teacher Education Programs at Universities of Georgia and Ukraine** ("the action").
- I.1.2 The beneficiaries accept the grant and undertake to do everything in their power to carry out the action as described in Annex I, in accordance with the terms and conditions of this Agreement.

ARTICLE I.2 - DURATION

- I.2.1 The Agreement shall enter into force on the date when the last party signs.
- I.2.2 The action and the period of eligibility of costs shall begin on **15-10-2012** (the "starting date of the action") and shall end on **14-10-2015** (the "closing date of the action").

ARTICLE I.3 – ROLE OF THE BENEFICIARIES

- I.3.1 The co-ordinator shall:
- a) have full responsibility for ensuring that the action is implemented in accordance with the Agreement;
 - b) be the intermediary for all communication between the co-beneficiaries and the Agency in accordance with Article I.8. Any claims that the Agency might have in respect of the Agreement shall be addressed to, and answered by, the co-ordinator, save where specifically stated otherwise in the Agreement;
 - c) be responsible for supplying all documents and information to the Agency which may be required under the Agreement, in particular in relation to the requests for payment. The co-ordinator shall not delegate any part of this task to the co-beneficiaries or to any other party. Where information from the co-beneficiaries is required, the co-ordinator shall be responsible for obtaining and verifying this information and for passing it on to the Agency;
 - d) inform the co-beneficiaries and the Agency of any event of which the co-ordinator is aware that is liable to substantially affect the implementation of the action;
 - e) inform the Agency of transfers between headings of eligible costs, as provided in Article I.4.4;
 - f) make the appropriate arrangements for providing the financial guarantee when requested, under the provisions of Article I.5;
 - g) establish the payment requests on behalf of the beneficiaries, in accordance with the Agreement, the estimated eligible costs as foreseen in Annex II, and the actual costs incurred. All payments by the Agency are made to the bank account(s) referred to in paragraph 1 of Article I.7;
 - h) as sole recipient of payments on behalf of all of the beneficiaries, ensure that all the appropriate payments are made to the co-beneficiaries without unjustified delay and shall, with the reports submitted in accordance with Article I.6 and at any time upon request of the Agency, inform the Agency of the distribution of the European Union financial contribution between the beneficiaries and of the date of transfer;
 - i) be responsible, in the event of audits, checks or evaluations, as described in Articles II.19 and II.6, for providing all the necessary documents, including the accounts of the co-beneficiaries, the accounting documents and signed copies of sub-contracts, if any have been concluded by the beneficiaries in accordance with Article II.9;
 - j) send a copy of this signed Agreement to each co-beneficiary without delay.



I.3.2 The co-beneficiaries shall:

- a) forward to the co-ordinator the data needed to draw up the reports, financial statements and other documents provided for in the Agreement including its Annexes;
- b) ensure that all information to be provided to the Agency is sent via the co-ordinator, save where the Agreement specifically stipulates otherwise;
- c) inform the co-ordinator immediately of any event liable to substantially affect or delay the implementation of the action of which they are aware;
- d) inform the co-ordinator of any modification of their individual budget;
- e) provide the co-ordinator with all the necessary documents in the event of audits, checks or evaluations, as described in Articles II.19 and II.6, including signed copies of sub-contracts, if any have been concluded in accordance with Article II.9.

I.3.3 The co-ordinator and the co-beneficiaries shall:

agree upon appropriate arrangements between themselves for the proper performance of the action, including the establishment and maintenance of an estimated budget of costs per beneficiary. The beneficiaries are deemed to have concluded an internal co-operation agreement regarding their internal operation and co-ordination. The co-operation agreement shall include all aspects necessary for the management and the implementation of the action.

ARTICLE I.4 - FINANCING THE ACTION

I.4.1 The total cost of the action is shown in the estimated budget in Annex II. The estimated budget shall give a detailed breakdown of the costs that are eligible for European Union funding under the terms of Article II.14, of any other costs that the action may entail, and of all receipts, so that receipts and costs balance.

I.4.2 The total eligible costs of the action for which the European Union grant is awarded are estimated at **EUR 1.020.523,20**, as shown in the estimated budget in Annex II.

Indirect costs are eligible for flat-rate funding of 7% of the total eligible direct costs, subject to the conditions laid down in Article II.14.3.

I.4.3 The Agency shall contribute a maximum of **EUR 918.374,03**, equivalent to **89,99%** of the estimated total eligible costs indicated in paragraph 2. The final amount of the grant shall be determined as specified in Article II.17, without prejudice to Article II.19.

The European Union grant may not finance the entire costs of the action. The amounts and sources of co-financing other than from European Union funds shall be set out in the estimated budget referred to in paragraph 1. In this respect, contributions in kind shall not be accepted as part of the co-financing of the action, unless it is specifically provided for in Article I.11 of the present Agreement.

I.4.4 By way of derogation from Article II.13, the co-ordinator may, in agreement with the co-beneficiaries, when carrying out the action, adjust the estimated budget by transfers between headings of eligible direct costs, provided that this adjustment of expenditure does not affect the implementation of the action and the transfer between headings does not exceed 10% of the amount of each heading of estimated eligible direct costs for which the transfer is intended, and without exceeding the total eligible costs indicated in paragraph 2. He shall inform the Agency in writing.

ARTICLE I.5 - PAYMENT ARRANGEMENTS

I.5.1 Pre-financing:

Within 45 days of the date when the last of the parties signs the Agreement a pre-financing payment shall be made to the co-ordinator, representing 60% of the amount specified in Article I.4.3.

I.5.2 Further pre-financing payment:

Pre-financing may be paid in several instalments. In that case the second instalment of pre-financing to the co-ordinator may not be made until at least 70% of the previous pre-financing payment has been used up.

The request for payment of the second pre-financing instalment must be accompanied by the documents specified in Article II.15.2 and by a progress report on the action's implementation.

Within 45 days after the Agency receives the request for payment for the second pre-financing instalment, together with the documents referred to in the previous subparagraph, a pre-financing payment shall be made to the co-ordinator, equivalent to 30% of the amount specified in Article I.4.3.

The Agency may suspend the period for payment in accordance with the procedure in Article II.16.2.

I.5.3 Interim payment:

Not Applicable.

I.5.4 Payment of the balance:

The request for payment of the balance shall be accompanied by the final technical implementation report and financial statement specified in Article II.15.4 and, for grants of EUR 750 000 or more, by an external audit report on the action's financial statements and underlying accounts.

The Agency shall have 90 days to approve or reject the documents accompanying the request for payment and to pay the balance in accordance with Article II.17, or to request additional supporting documents or information under the procedure laid down in Article II.15.4. The co-ordinator shall have 60 days in which to submit the additional information or a new report.

The Agency may suspend the period for payment in accordance with the procedure in Article II.16.2.

ARTICLE I.6 - SUBMISSION OF REPORTS AND OTHER DOCUMENTS

The provisions relating to the submission of the technical implementation reports, financial statements and other documents referred to in Article I.5 are contained in Annex IV.

ARTICLE I.7 - BANK ACCOUNT

I.7.1 All payments shall be made on behalf of all the beneficiaries to the co-ordinator's bank account or sub-account denominated in euros, as indicated below:

Name of bank: **NATIONAL BANK OF GEORGIA**

Address of branch: **3/5, LEONIDZE STR.,**

GE - TBILISI

Precise denomination of the account holder: **SINGLE FX ACCOUNT**

Full account number (including bank codes): **IBAN_ONLY**

IBAN account code¹: **GE65NB0331100001150207**

¹ BIC code for countries where the IBAN code does not apply.

- I.7.2 This account or sub-account must identify the payments made by the Agency. If the total pre-financing payment exceeds 50 000 euros and the funds paid to this account yield interest or equivalent benefits under the law of the State on whose territory the account is opened, such interest or benefits shall, if they are generated by pre-financing payments, be recovered by the Agency as specified in Article II.16.4.

ARTICLE I.8 -GENERAL ADMINISTRATIVE PROVISIONS

- I.8.1 Any communication addressed to the Agency in connection with this Agreement shall be in writing in English, French or German, preferably in the language of this contract, indicating the number of the Agreement, and shall be sent to the following address:

Education, Audiovisual and Culture Executive Agency (EACEA)
Mr Klaus Haupt
Head of Unit P10
BOUR 02/17
1, Avenue du Bourget
1140 Brussels
Belgium

Email address: EACEA-Tempus-Project-Management@ec.europa.eu

- I.8.2 Ordinary mail shall be considered to have been received by the Agency on the date on which it is formally registered by the Agency unit responsible referred to above. Email shall be considered as received on the date it is received. However, if the co-ordinator receives a reply asking him/her to redirect the email, it shall not be considered received until the correctly redirected email is received.
- I.8.3 Any communication to the beneficiaries in connection with the Agreement shall be in writing and shall be made via the co-ordinator, save where specifically indicated otherwise in the Agreement. It shall indicate the number of the Agreement and shall be sent to the following address:

Alexander Kvitashvili
IVANE JAVAKHISHVILI TBILISI STATE UNIVERSITY
Chavchavadze Ave., 1,
GE - 0179 Tbilisi

- I.8.4 Any changes of address by the co-ordinator shall be communicated in writing to the Agency.

ARTICLE I.9 - LAW APPLICABLE AND COMPETENT COURT

The grant is governed by the terms of the Agreement, the Union law applicable and, on a subsidiary basis, by the law of Belgium relating to grants. The Courts of Brussels shall have exclusive jurisdiction for any dispute between parties with regards to its validity, its interpretation and/or its application.

ARTICLE I.10 – DATA PROTECTION

All personal data contained in or relating to this Agreement shall be processed in accordance with Regulation (EC) No 45/2001 of the European Parliament and of the Council on the protection of individuals with regard to the processing of personal data by the European Union institutions and bodies and on the free movement of such data. Such data shall be processed solely for the purposes of the implementation, the management and the follow-up of this Agreement by the Controller, without prejudice to the possible transmission of the data to the bodies in charge with monitoring or inspection tasks in conformity with Union law [the Court of Auditors, the European Anti-Fraud Office (OLAF), the Financial Irregularities Panel, auditors, etc].

Any beneficiary shall have the right of access to his personal data and the right to rectify any such data that is inaccurate or incomplete. Should a beneficiary have a query concerning the processing of his personal data, he shall address it in writing to the Controller. Any beneficiary shall also have the right of recourse to the European Data Protection Supervisor at any time.

For the purpose of this provision, the «Controller» is the person who has represented the Agency for the purpose of the signature of this Agreement.

ARTICLE I.11 – OTHER SPECIAL CONDITIONS

The following additional special conditions apply to this Agreement:

I.11.1 Exchange rate applicable for the conversion of currencies into euros:

The co-ordinator shall submit the payment requests in accordance with article I.5, including the underlying financial statements, in euros. Any conversion of actual costs into euros shall be made by the co-ordinator at the monthly accounting rate established by the Commission and published on its website² applicable on the month of the first pre-financing until the second pre-financing is received, after which the rate of the month of the second pre-financing must be applied.

I.11.2 Implementation contracts:

Where the value of the procurement contract awarded in accordance with the provisions of Article II.9 of the General Conditions exceeds EUR 25 000, the co-ordinator shall obtain quotations from at least three suppliers and retain the one offering best value for money.

The co-ordinator must clearly document the tendering procedure and retain the documentation in particular for audit purposes in accordance with article II.19.

I.11.3 Publicity obligations:

a) For the purpose of the application of Article II.5 of the Agreement, relating to publicity, the beneficiaries shall use the logo and follow the instructions available on the following Internet website: http://eacea.ec.europa.eu/tempus/beneficiaries/beneficiaries_tempus4_en.php

b) Obligations of the beneficiaries:

Information about the funding sources:

- The beneficiaries shall inform the public, press and media of the action (internet included); which must, in conformity with Article II.5, visibly indicate that "This project has been funded with the support of the European Union" as well as the graphic logos.
- The translation of the text can be found at the following Internet website address: http://eacea.ec.europa.eu/tempus/beneficiaries/beneficiaries_tempus4_en.php
- Where the action, or part of the action, is a publication the mention and graphic logos shall appear on the cover or the first pages following the editor's mention.
- Use of signs and posters: If the action includes events for the public, signs and posters related to this action shall be displayed. This shall include the logos mentioned under point a).
- Authorisation to use the logos described in point a) implies no right of exclusive use and is limited to this agreement.
- If the action is co-financed, the importance given to the above-mentioned publicity must be in proportion with the level of Union financing.

c) The Agency shall consider this publicity obligation, foreseen in Articles I.11.3 (a) and (b) above and II.5 as a «substantial obligation» within the meaning of Article II.11.3 point b) of the Agreement.

² <http://ec.europa.eu/budget/inforeuro>

I.11.4 Use of the Results:

For the purpose of Article II.3.2 of the Agreement, the use of the results of the action shall include – the right, for the Agency and/or the Commission, to request that the beneficiaries make the said results available to the public via the European Commission-supported information platform «EVE», available at the following Internet address: <http://ec.europa.eu/eve/>

I.11.5 Cooperation obligation:

Considering that the Agency cooperates with some bodies for the management of the Tempus Programme, in particular with the National Tempus Offices (NTO), the beneficiaries shall provide these bodies with all the information relevant for the implementation of the tasks entrusted to them and shall grant access to their sites, premises and documents for any question relating to the action.

I.11.6 Eligible costs:

In addition to Article II.14.2 replacement costs for European Union academic staff and experts assigned to the action will be considered eligible, provided that the cost is an actual cost incurred by the co-ordinator and co-beneficiaries and that they comply with the provisions set out in the "Guidelines for use of the grant" published on the Tempus website³.

I.11.7 Eligible costs for activities and related travel:

For the purpose of Article II.14, the guiding principle for activities and related travel is that it is carried out at the project beneficiaries listed in Annex V. Exceptions to this rule, if not set out in the 'guidelines for use of the grant' published on the Tempus website, are subject to prior written authorisation by the Agency.

I.11.8 Salary costs of personnel of public administrations or governmental organisations:

By derogation to article II.14.2 salary costs of personnel of public administrations (Ministries, other national, regional and local administrations) or governmental organisations are not eligible.

I.11.9 Depreciation:

By derogation to article II.14.2, and considering the particular nature of the Tempus programme, the total purchase cost of the equipment will be taken into account by the Agency rather than the equipment's depreciation corresponding to the duration of the action and the rate of actual use for the purposes of the action.

I.11.10 Ineligible costs:

In addition to Article II.14.4, the following costs are ineligible:

- equipment such as: furniture, motor vehicles of any kind, equipment for research and development purposes, telephones, mobile phones, alarm systems and anti-theft systems;
- hospitality costs;
- costs related to the use of materials (computer, laboratory, library, etc.) incurred by universities, institutions, industries or companies when hosting staff;
- registration fees for courses, seminars, symposia, conferences, congresses;
- costs of premises (purchase, rent, heating, maintenance, repairs etc.). Renting of premises is only possible for specific dissemination events with prior written approval from the Agency;
- costs linked to the purchase of real estate;
- expenses for activities - and related travel - that are not carried out on the premises of the project beneficiaries (see Annex V), unless listed as an eligible activity in these guidelines or explicit prior authorisation has been granted by the Agency;
- expenses incurred outside the eligibility period;
- contributions in kind.

³ http://eacea.ec.europa.eu/tempus/beneficiaries/beneficiaries_tempus4_en.php



I.11.11 Costs of financial transfers:

Costs of the transfers are borne in the following way:

- costs of dispatch charged by the bank of the Commission shall be borne by the Commission;
- costs of receipt charged by the bank of the co-ordinator shall be borne by the co-ordinator;
- all costs of repeated transfers caused by one of the parties shall be borne by the party who caused repetition of the transfer.

II -GENERAL CONDITIONS

PART A: LEGAL AND ADMINISTRATIVE PROVISIONS

ARTICLE II.1 - LIABILITY

- II.1.1 The beneficiaries shall have sole responsibility for complying with any legal obligations incumbent on them.
- II.1.2 The Agency shall not, in any circumstances or on any grounds, be held liable in the event of a claim under the Agreement relating to any damage caused during the action's execution. Consequently, the Agency will not entertain any request for indemnity or reimbursement accompanying any such claim.
- II.1.3 Except in cases of *force majeure*, the beneficiaries shall make good any damage sustained by the Agency as a result of the execution or faulty execution of the action.
- II.1.4 The beneficiaries shall bear sole liability vis-à-vis third parties, including for damage of any kind sustained by them while the action is being carried out.

ARTICLE II.2 - CONFLICT OF INTERESTS

- II.2.1 The beneficiaries undertake to take all the necessary measures to prevent any risk of conflicts of interests which could affect 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 reasons, or any other shared interest.
- II.2.2 Any situation constituting or likely to lead to a conflict of interests during the performance of the Agreement must be brought to the attention of the Agency, in writing, without delay. The beneficiaries shall undertake to take whatever steps are necessary to rectify this situation at once.
- II.2.3 The Agency reserves the right to check that the measures taken are appropriate and may demand that the beneficiaries take additional measures, if necessary, within a certain time.

ARTICLE II.3 - OWNERSHIP/USE OF THE RESULTS

- II.3.1 Unless stipulated otherwise in this Agreement, ownership of the results of the action, including industrial and intellectual property rights, and of the reports and other documents relating to it shall be vested in the beneficiaries.
- II.3.2 Without prejudice to paragraph 1, the beneficiaries grant the Agency and the Commission the right to make free use of the results of the action as it deems fit, provided it does not thereby breach their confidentiality obligations or existing industrial and intellectual property rights.

ARTICLE II.4 - CONFIDENTIALITY

The Agency and the beneficiaries undertake to preserve the confidentiality of any document, information or other material directly related to the subject of the Agreement that is duly classed as confidential, if disclosure could cause prejudice to the other party. The parties shall remain bound by this obligation beyond the closing date of the action.

ARTICLE II.5 - PUBLICITY

- II.5.1 Unless the Agency requests otherwise, any communication or publication by the beneficiaries collectively or any one of the beneficiaries individually about the action, including at a conference or seminar, shall indicate that the action has received funding from the European Union.

Any communication or publication by the beneficiaries collectively or any one of the beneficiaries individually, in any form and medium, shall indicate that sole responsibility lies with the author and that the Agency and the Commission are not responsible for any use that may be made of the information contained therein.

II.5.2 The beneficiaries authorise the Agency and the Commission to publish the following information in any form and medium, including via the Internet:

- the beneficiaries' names and the addresses,
- the subject and purpose of the grant,
- the amount granted and the proportion of the action's total cost covered by the funding.

Upon a reasoned and duly substantiated request by the co-ordinator, the Agency and/or the Commission may agree to forgo such publicity if disclosure of the information indicated above would risk compromising the beneficiaries' security or prejudicing their commercial interests.

ARTICLE II.6 - EVALUATION

Whenever the Agency and/or the Commission carries out an interim or final evaluation of the action's impact measured against the objectives of the European Union programme concerned, the co-ordinator and the co-beneficiaries undertake to make available to the Agency and the Commission and/or persons authorised by it all such documents or information, including information in electronic format, as will allow the evaluation to be successfully completed and to give them the rights of access specified in Article II.19.

ARTICLE II.7 - SUSPENSION

II.7.1 The co-ordinator, in agreement with the co-beneficiaries, may suspend implementation of the action if exceptional circumstances make this impossible or excessively difficult, notably in the event of *force majeure*. The co-ordinator shall inform the Agency without delay, giving all the necessary reasons and details and the foreseeable date of resumption.

II.7.2 If the Agency does not terminate the Agreement under Article II.11.3, the beneficiaries shall resume implementation once circumstances allow and the co-ordinator shall inform the Agency accordingly. The duration of the action shall be extended by a period equivalent to the length of the suspension. In accordance with Article II.13, a supplementary written agreement shall be concluded to extend the duration of the action and to make any amendments that may be necessary to adapt the action to the new implementing conditions.

ARTICLE II.8 - FORCE MAJEURE

II.8.1 *Force majeure* shall mean any unforeseeable exceptional situation or event beyond the parties' control which prevents them from fulfilling any of their obligations under this Agreement, was not attributable to error or negligence on their part, and proves insurmountable in spite of all due diligence. Defects in equipment or material or delays in making them available (unless due to *force majeure*), labour disputes, strikes or financial difficulties cannot be invoked as force majeure by the defaulting party.

II.8.2 A party faced with *force majeure* shall inform the other party without delay by registered letter with acknowledgement of receipt or equivalent, stating the nature, probable duration and foreseeable effects.

II.8.3 Neither of the parties shall be held in breach of their obligations under the Agreement if they are prevented from fulfilling them by *force majeure*. The parties shall make every effort to minimise any damage due to *force majeure*.

II.8.4 The action may be suspended in accordance with Article II.7.

ARTICLE II.9 - AWARD OF CONTRACTS

II.9.1 If the beneficiaries have to conclude contracts in order to carry out the action and they constitute costs of the action under an item of eligible direct costs in the estimated budget, they shall award the contract to the bid offering best value for money; in doing so they shall take care to avoid any conflict of interests.

II.9.2 Contracts as referred to in paragraph 1 may be awarded only in the following cases:

- (a) they may only cover the execution of a limited part of the action;
- (b) recourse to the award of contracts must be justified having regard to the nature of the action and what is necessary for its implementation;
- (c) the tasks concerned must be set out in Annex I and the corresponding estimated costs must be set out in detail in the budget in Annex II;
- (d) any recourse to the award of contracts while the action is under way, if not provided for in the initial grant application, shall be subject to prior written authorisation by the Agency;
- (e) the beneficiaries shall retain sole responsibility for carrying out the action and for compliance with the provisions of the Agreement. The beneficiaries must undertake to make the necessary arrangements to ensure that the contractor waives all rights in respect of the Agency under the Agreement;
- (f) the beneficiaries must undertake to ensure that the conditions applicable to them under Articles II.1, II.2, II.3, II.4, II.5, II.6, II.10 and II.19 of the Agreement are also applicable to the contractor.

ARTICLE II.10 - ASSIGNMENT

II.10.1 Claims against the Agency may not be transferred.

II.10.2 In exceptional circumstances, where the situation warrants it, the Agency may authorise the assignment of the Agreement, or a part of it, and payments flowing from it to a third party, following a written request to that effect, giving reasons, from the co-ordinator in agreement with the co-beneficiaries. If the Agency agrees, it must make its agreement known in writing before the proposed assignment takes place. In the absence of the above authorisation, or in the event of failure to observe the terms thereof, the assignment shall not be enforceable against and shall have no effect on the Agency.

II.10.3 In no circumstances shall such an assignment release the beneficiaries from their obligations to the Agency.

ARTICLE II.11 – TERMINATION OF THE AGREEMENT OR OF THE PARTICIPATION OF A BENEFICIARY

II.11.1 Termination of the Agreement by the co-ordinator

In duly justified cases, the co-ordinator, in agreement with the co-beneficiaries, may withdraw the beneficiaries' request for a grant and terminate the Agreement at any time by giving 60 days' written notice stating the reasons, without being required to furnish any indemnity on this account.

If no reasons are given or if the Agency does not accept the reasons, the Agreement shall be deemed to have been terminated improperly, with the consequences set out in the fifth subparagraph of paragraph 5.

II.11.2 Termination of the participation of a beneficiary

- a) In duly justified cases, the co-ordinator may request the Agency to terminate the participation of a beneficiary. The co-ordinator shall include with any such request the remaining beneficiaries' proposal to reallocate the tasks of that beneficiary or where relevant to nominate a replacement, the reasons for the termination of the participation and the opinion of the beneficiary whose participation is requested to be terminated. The request shall be deemed to be rejected if the Agency does not send its explicit agreement to the co-ordinator within 60 days of the receipt of the request.
- b) In duly justified cases, any beneficiary may request the termination of his participation in the Agreement. The request must be submitted to the Agency by the co-ordinator by giving 60 days written notice stating the reasons and including the remaining beneficiaries' proposal to reallocate the tasks of that beneficiary or where relevant to nominate a replacement. Without prejudice to the Agency's right to terminate the Agreement on the grounds of Article II.11.3, if no reasons are given or if the Agency does not accept the reasons, the participation shall be deemed to have been terminated improperly, with the consequences set out in the fifth subparagraph of paragraph 5.

In the cases foreseen in a) and b) above, the termination of the participation of the beneficiary concerned shall take effect on the date of the Agency's approval. A written supplementary agreement shall be concluded to make any amendments necessary to adapt the action to the new implementing conditions resulting from the partial termination.

II.11.3 Termination by the Agency

The Agency may decide to terminate the Agreement or the participation of one or several beneficiaries participating in the action, without any indemnity on its part, in the following circumstances:

- (a) in the event of a change to any of the beneficiaries legal, financial, technical, organisational or ownership situation that is liable to affect the Agreement substantially or to call into question the decision to award the grant;
- (b) if one or more beneficiaries fail(s) to fulfil a substantial obligation incumbent on him(them) under the terms of the Agreement, including its Annexes;
- (c) in the event of force majeure, notified in accordance with Article II.8, or if the action has been suspended as a result of exceptional circumstances, notified in accordance with Article II.7;
- (d) if a beneficiary is declared bankrupt, is being wound up, or is having his affairs administered by the courts, has entered into an arrangement with creditors, has suspended business activities, is the subject of proceedings concerning those matters, or is in an analogous situation arising from a similar procedure provided for in national legislation or regulations;
- (e) where the Agency has evidence or seriously suspects a beneficiary or any related entity or person, of professional misconduct;
- (f) if a beneficiary has not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which it is established;
- (g) where the Agency has evidence or seriously suspects a beneficiary or any related entity or person, of fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Union's financial interests;
- (h) where the Agency has evidence or seriously suspects a beneficiary or any related entity or person, of substantial errors, irregularities or fraud in the award procedure or the performance of the grant;
- (i) if a beneficiary has made false declarations or submits reports inconsistent with reality to obtain the grant provided for in the Agreement.

In the cases referred to in points (e), (g) and (h) above, any related person shall mean any physical person with powers of representation, decision-making or control in relation to the beneficiary. Any related entity shall mean in particular any entity which meets the criteria laid down by Article 1 of the Seventh Council Directive n° 83/349/EEC of 13 June 1983.

II.11.4 Termination procedure

The termination procedure is initiated by registered letter with acknowledgement of receipt or equivalent. In the case of termination of the participation of a beneficiary, this letter is sent to the beneficiary concerned, with copy to the co-ordinator. In the case of termination of the Agreement, the letter is sent to the co-ordinator. In either case, the co-ordinator shall ensure that all the co-beneficiaries are duly informed.

In the cases referred to in points (a), (b), (d), (e), (g) and (h) above, the co-ordinator, in consultation with the co-beneficiaries, and, as appropriate, the co-beneficiary whose participation is intended to be terminated shall have 30 days to submit observations and take any measures necessary to ensure continued fulfilment of their obligations under the Agreement. If the Agency fails to confirm acceptance of these observations by giving written approval within 30 days of receiving them, the termination procedure shall continue to run.

Where notice is given, termination shall take effect at the end of the period of notice, which shall start to run from the date when notification of the Agency's decision to terminate the Agreement or the participation of a beneficiary is received.

If notice is not given in the cases referred to in points (c), (f) and (i) above, termination shall take effect from the day following the date on which notification of the Agency's decision to terminate the Agreement or the participation of a beneficiary is received.

II.11.5 Effects of termination

In the event of termination of the Agreement, payments by the Agency shall be limited to the eligible costs actually incurred by the beneficiaries up to the date when termination takes effect, in accordance with Article II.17. Costs relating to current commitments that are not due to be executed until after termination shall not be taken into account.

The co-ordinator shall have 60 days from the date when termination of the Agreement takes effect to produce a request for final payment in accordance with Article II.15.4. If no request for final payment is received within this time limit, the Agency shall not reimburse the expenditure incurred by the beneficiaries up to the date of termination and it shall recover any amount, if its use is not substantiated by the technical implementation reports and financial statements approved by the Agency.

Where termination affects the participation of a beneficiary, only those eligible costs actually incurred by the beneficiary concerned up to the date when termination of his participation takes effect shall be considered eligible in accordance with Article II.17. Costs relating to current commitments that were not due to be executed until after termination shall not be taken into account. The request for payment of the eligible costs incurred up to the date when the termination of the participation of the beneficiary concerned takes effect shall be included in the following payment request due according to the schedule laid down in Article I.6.

By way of exception, at the end of the period of notice referred to in paragraph 4, where the Agency is terminating the Agreement on the grounds that the co-ordinator has failed to produce the final technical implementation report and financial statement within the deadline stipulated in Article I.5 and the co-ordinator has still not complied with this obligation within two months following the written reminder sent by the Agency by registered letter with acknowledgement of receipt or equivalent, the Agency shall not reimburse the expenditure incurred by the beneficiaries up to the date on which the action ended and it shall recover any amount if its use is not substantiated by the technical implementation reports and financial statements approved by the Agency.

By way of exception, in the event of improper termination of the Agreement by the co-ordinator or a beneficiary's participation in the action, or termination by the Agency on the grounds set out in points (a), (e), (g), (h) or (i) above, the Agency may require the partial or total repayment of sums already paid under the Agreement, in proportion to the gravity of the failings in question and after allowing the co-ordinator, and where relevant co-beneficiaries concerned, to submit his/their observations.

ARTICLE II.12 - FINANCIAL PENALTIES

II.12.1 By virtue of the Financial Regulation applicable to the General Budget of the European Union, any one or several of the beneficiaries declared to be in grave breach of their obligations under the Agreement may be subject to financial penalties of between 2% and 10% of the value of their share of the grant in question, with due regard for the principle of proportionality.

II.12.2 This rate may be increased to between 4% and 20% in the event of a repeated breach in the five years following the establishment of the first.

II.12.3 The beneficiary concerned shall be notified in writing of any decision by the Agency to apply such financial penalties.

ARTICLE II.13 - SUPPLEMENTARY AGREEMENTS

- II.13.1 Any amendment to the grant must be the subject of a written supplementary agreement. No oral agreement may bind the parties to this effect.
- II.13.2 The supplementary agreement may not have the purpose or the effect of making changes to the agreement which might call into question the decision awarding the grant or result in unequal treatment of applicants.
- II.13.3 If the request for amendment is made by the co-ordinator, in agreement with the co-beneficiaries, he must send the request to the Agency in good time before it is due to take effect and at all events one month before the closing date of the action, except in cases duly substantiated by the beneficiary and accepted by the Agency.

PART B - FINANCIAL PROVISIONS

ARTICLE II.14 - ELIGIBLE COSTS

II.14.1 Eligible costs of the action are costs actually incurred by a beneficiary, which meet the following criteria:

- they are incurred during the duration of the action as specified in Article I.2.2 of the Agreement, with the exception of costs relating to final reports and external audit reports on the action's financial statements and underlying accounts;
- they are connected with the subject of the Agreement and they are indicated in the estimated overall budget of the action;
- they are necessary for the implementation of the action which is the subject of the grant;
- they are identifiable and verifiable, in particular being recorded in the accounting records of a beneficiary and determined according to the applicable accounting standards of the country where the beneficiary is established and according to the usual cost-accounting practices of the beneficiary;
- they comply with the requirements of applicable tax and social legislation;
- they are reasonable, justified, and comply with the requirements of sound financial management, in particular regarding economy and efficiency.

The beneficiaries' accounting and internal auditing procedures must permit direct reconciliation of the costs and revenue declared in respect of the action with the corresponding accounting statements and supporting documents.

II.14.2 The eligible direct costs for the action are those costs which, with due regard for the conditions of eligibility set out in Article II.14.1, are identifiable as specific costs directly linked to the performance of the action and which can therefore be booked to it direct. In particular, the following direct costs are eligible provided that they satisfy the criteria set out in the previous paragraph:

- the cost of staff assigned to the action, comprising actual salaries plus social security charges and other statutory costs included in the remuneration, provided that this does not exceed the average rates corresponding to the beneficiary's usual policy on remuneration.

The corresponding salary costs of personnel of national administrations are eligible to the extent that they relate to the cost of activities which the relevant public authority would not carry out if the action concerned were not undertaken;

- travel and subsistence allowances for staff taking part in the action, provided that they are in line with the beneficiary's usual practices on travel costs or do not exceed the scales approved annually by the Commission;
- the purchase cost of equipment (new or second-hand), provided that it is written off in accordance with the tax and accounting rules applicable to the beneficiary and generally accepted for items of the same kind. Only the portion of the equipment's depreciation corresponding to the duration of the action and the rate of actual use for the purposes of the action may be taken into account by the Agency, except where the nature and/or the context of its use justifies different treatment by the Agency;
- costs of consumables and supplies, provided that they are identifiable and assigned to the action;
- costs entailed by other contracts awarded by a beneficiary for the purposes of carrying out the action, provided that the conditions laid down in Article II.9 are met;

- costs arising directly from requirements imposed by the Agreement (dissemination of information, specific evaluation of the action, audits, translations, reproduction, etc.), including the costs of any financial services (especially the cost of financial guarantees). Such costs may also include specific costs incurred by the co-ordinator for fulfilling his responsibilities in his capability of the body responsible for the overall management of the action and the co-ordination of the beneficiaries.

II.14.3 The eligible indirect costs for the action are those costs which, with due regard for the conditions of eligibility described in Article II.14.1, are not identifiable as specific costs directly linked to performance of the action which can be booked to it direct, but which can be identified and justified by the co-ordinator or a co-beneficiary using their accounting system as having been incurred in connection with the eligible direct costs for the action. They may not include any eligible direct costs.

By way of derogation from Article II.14.1, the indirect costs incurred in carrying out the action may be eligible for flat-rate funding fixed at not more than 7% of the total eligible direct costs. If provision is made in Article I.4.2 for flat-rate funding in respect of indirect costs, they need not be supported by accounting documents.

II.14.4 The following costs shall not be considered eligible:

- return on capital;
- debt and debt service charges;
- provisions for losses or potential future liabilities;
- interest owed;
- doubtful debts;
- exchange losses;
- VAT, unless the beneficiary can show that he is unable to recover it according to the applicable national legislation;
- costs declared by a beneficiary and covered by another action or work programme receiving a European Union grant;
- excessive or reckless expenditure.

II.14.5 Contributions in kind shall not constitute eligible costs. However, the Agency can accept, if considered necessary and appropriate, that the co-financing of the action referred to in Article I.4.3 should be made up entirely or in part of contributions in kind. In this case, the value calculated for such contributions must not exceed:

- the costs actually borne and duly supported by accounting documents of the third parties who made these contributions to the beneficiary free of charge but bear the corresponding costs;
- the costs generally accepted on the market in question for the type of contribution concerned when no costs are borne.

Contributions involving buildings shall not be regarded as contributions in kind.

In the case of co-financing in kind, a financial value shall be placed on the contributions and the same amount will be included in the costs of the action as ineligible costs and in receipts from the action as co-financing in kind. The beneficiary shall undertake to obtain these contributions as provided for in the Agreement.

II.14.6 By way of derogation from paragraph 3, indirect costs shall not be eligible under a grant for an action awarded to a beneficiary who already receives an operating grant from the Agency and/or the Commission during the period in question.

ARTICLE II.15 - REQUESTS FOR PAYMENT

Payments shall be made in accordance with Article I.5 of the Agreement.

II.15.1 Pre-financing

Pre-financing is intended to provide the beneficiaries with a float.

Where required by the provisions of Article I.5, the co-ordinator shall provide a financial guarantee from a bank or an approved financial institution established in one of the Member States of the European Union.

The guarantor shall stand as first call guarantor and shall not require the Agency to have recourse against the principal debtor.

The financial guarantee shall remain in force until final payments by the Agency match the proportion of the total grant accounted for by pre-financing. The Agency undertakes to release the guarantee within 30 days following that date.

II.15.2 Further pre-financing payment

Where pre-financing is divided into several instalments, the co-ordinator may request a further pre-financing payment once the percentage of the previous payment specified in the provisions of Article I.5 on further pre-financing has been used up. The request shall be accompanied by the following documents:

- a detailed statement of the eligible costs actually incurred;
- where required by the above-mentioned provisions of Article I.5, a financial guarantee in accordance with paragraph I;
- where required by the above-mentioned provisions of Article I.5, an external audit report on the action's financial statements and underlying accounts, produced by an approved auditor or in case of public bodies, by a competent and independent public officer;
- an updated report on the distribution of the European Union financial contribution between the beneficiaries, including dates of transfer;
- any other documents in support of his request that may be required in support of the request for further pre-financing payments.

The documents accompanying the request for payment shall be drawn up in accordance with the relevant provisions in Article I.6 and the Annexes.

II.15.3 Interim payments

Interim payments are intended to reimburse the beneficiaries for expenditure on the basis of a detailed statement of the costs incurred, once the action has reached a certain level of completion. It may clear all or part of any pre-financing.

By the appropriate deadline indicated in Article I.6, the co-ordinator shall submit a request for interim payment accompanied by the following documents:

- an interim report on implementation of the action;
- an interim financial statement of the eligible costs actually incurred, following the structure of the estimated budget;
- where required by the provisions of Article I.5 on interim payment, an external audit report on the action's financial statements and underlying accounts, produced by an approved auditor or in case of public bodies, by a competent and independent public officer. The external audit report shall certify, in accordance with a methodology approved by the Agency, that the costs declared by the beneficiary in the financial statements on which the request of payment is based are real, accurately recorded and eligible and that all receipts have been declared, in accordance with the Agreement;
- an updated report on the distribution of the European Union financial contribution between the beneficiaries, including dates of transfer.

The documents accompanying the request for payment shall be drawn up in accordance with the relevant provisions in Article I.6 and the Annexes. The co-ordinator shall certify that the information provided in his request for payment is full, reliable and true. He shall also certify that the costs incurred can be considered eligible in accordance with the Agreement, that all receipts have been declared, and that the request for payment is substantiated by adequate supporting documents that can be checked.

On receipt of these documents, the Agency shall have the period specified in Article I.5 in order to:

- approve the interim report on implementation of the action and the interim financial statement;
- ask the co-ordinator for supporting documents or any additional information it deems necessary to allow the approval of the reports;
- reject the report(s) and ask for the submission of (a) new report(s).

Failing a written reply from the Agency within the time limit for scrutiny indicated above, the report shall be deemed to have been approved. Approval of the reports accompanying the request for payment shall not imply recognition of the regularity or of the authenticity, completeness and correctness of the declarations and information they contain.

If additional information or (a) new report(s) is (are) requested, the time limit for scrutiny shall be extended by the time it takes to obtain this information. The co-ordinator shall be informed of that request and the extension of the delay for scrutiny by means of a formal document. The co-ordinator shall have the period laid down in Article I.5 to submit the information or new documents requested.

Extension of the delay for approval of the report(s) may delay the payment by the equivalent time.

Where a report is rejected, as not admissible, within 30 days of receipt, and a new report requested, the approval procedure described in this article shall apply.

In the event of renewed rejection, the Agency reserves the right to terminate the Agreement by invoking Article II.11.3 (b).

II.15.4 Payment of the balance

Payment of the balance, which may not be repeated, is made after the end of the action on the basis of the costs actually incurred by the beneficiaries in carrying out the action. It may take the form of a recovery order if previous payments exceed the amount of the final grant determined in accordance with Article II.17.

By the appropriate deadline indicated in Article I.6, the co-ordinator shall submit a request for payment of the balance accompanied by the following documents:

- a final report on the implementation of the action;
- a final financial statement of the eligible costs actually incurred, following the structure of the estimated budget;
- a full summary statement of the receipts and expenditure of the action;
- where required by the provisions of Article I.5 on payment of the balance, an external audit report on the action's financial statements and underlying accounts, produced by an approved auditor, or in case of public bodies by a competent and independent public officer. The external audit report shall certify, in accordance with a methodology approved by the Agency, that the costs declared by the beneficiaries in the financial statements on which the request of payment is based are real, accurately recorded and eligible and that all receipts have been declared, in accordance with the Agreement;
- an updated report on the distribution of the European Union financial contribution between the beneficiaries, including dates of transfer.

The documents accompanying the request for payment shall be drawn up in accordance with the provisions of Article I.6 and the Annexes. The co-ordinator shall certify that the information provided in his request for payment is full, reliable and true. He shall also certify that the costs incurred can be considered eligible in accordance with the Agreement, that all receipts have been declared, and that his request for payment is substantiated by adequate supporting documents that can be checked.

On receipt of these documents, the Agency shall have the period specified in Article I.5 in order to:

- approve the final report on implementation of the action and the final financial statement;
- ask the co-ordinator for supporting documents or any additional information it deems necessary to allow the approval of the reports;
- reject the report and ask for the submission of (a) new report(s).

Failing a written reply from the Agency within the time limit for scrutiny indicated above, the reports shall be deemed to have been approved. Approval of the reports accompanying the request for payment shall not imply recognition of the regularity or of the authenticity, completeness and correctness of the declarations and information they contain.

Requests for additional information or a new report shall be notified to the beneficiary in writing.

If additional information or (a) new report(s) is (are) requested, the time limit for scrutiny shall be extended by the time it takes to obtain this information. The co-ordinator shall be informed of that request and the extension of the delay for scrutiny by means of a formal document. The co-ordinator shall have the period laid down in Article I.5 to submit the information or new documents requested.

Extension of the delay for approval of the report(s) may delay the payment by the equivalent time.

Where a report is rejected, as not admissible, within 30 days of receipt, and a new report requested, the approval procedure described in this article shall apply.

In the event of renewed rejection, the Agency reserves the right to terminate the Agreement by invoking Article II.11.3 (b).

ARTICLE II.16 -GENERAL PROVISIONS ON PAYMENTS

II.16.1 Payments shall be made by the Agency in euros. Any conversion of actual costs into euros shall be made at the daily rate published in the Official Journal of the European Union or, failing that, at the monthly accounting rate established by the Commission and published on its website applicable on the day when the payment order is issued by the Agency, unless the Special Conditions of the Agreement lay down specific provisions.

Payments by the Agency shall be deemed to be effected on the date when they are debited to the Commission's account.

II.16.2 The Agency may suspend the period for payment laid down in Article I.5 at any time for the purposes of additional checks by notifying the co-ordinator that his request for payment cannot be met, either because it does not comply with the provisions of the Agreement, or because the appropriate supporting documents have not been produced or because there is a suspicion that some of the expenses in the financial statement are not eligible.

The Agency may also suspend its payments at any time if a beneficiary is found or presumed to have infringed the provisions of the Agreement, in particular in the wake of the audits and checks provided for in Article II.19.

The Agency may also suspend its payments:

- if there is a suspicion of irregularity committed by a beneficiary in the implementation of the Grant Agreement;
- if there is a suspected or established irregularity committed by a beneficiary in the implementation of another Grant Agreement or grant decision funded by the General Budget of the European Union or by any other budget managed by them. In such cases, suspension of the payments will only proceed where the suspected or established irregularity can affect the implementation of the current Grant Agreement.

The Agency shall inform the co-ordinator in writing as soon as possible of any such suspension, setting out the reasons for suspension.

Suspension shall take effect on the date when notice is sent by the Agency. The remaining payment period shall start to run again from the date when a properly constituted request for payment is registered, when the supporting documents requested are received, or at the end of the suspension period as notified by the Agency.

- II.16.3 On expiry of the period for payment specified in Article I.5, and without prejudice to paragraph 2 of this Article, the beneficiaries are entitled to interest on the late payment at the rate applied by the European Central Bank for its main refinancing operations in euros, plus three and a half points; the reference rate to which the increase applies shall be the rate in force on the first day of the month of the final date for payment, as published in the C series of the Official Journal of the European Union. This provision shall not apply to recipients of a grant which are public authorities of the Member States of the European Union.

Interest on late payment shall cover the period from the final date for payment, exclusive, up to the date of payment as defined in paragraph 1, inclusive. The interest shall not be treated as a receipt for the action for the purposes of determining the final grant within the meaning of Article II.17.4. The suspension of payment by the Agency may not be considered as late payment.

By way of exception, when the interest calculated in accordance with the provisions of the first and second subparagraphs is lower than or equal to EUR 200, it shall be paid to the co-ordinator only upon demand submitted within two months of receiving late payment.

- II.16.4 The Agency shall deduct the interest yielded by pre-financing which exceeds EUR 50 000 as provided for in Article I.5 from the payment of the balance of the amount due to the beneficiaries. The interest shall not be treated as a receipt for the action within the meaning of Article II.17.4.

Where the pre-financing payments exceed EUR 750 000 per Agreement at the end of each financial year, the interest shall be recovered for each reporting period. Taking account of the risks associated with the management environment and the nature of actions financed, the Agency may recover the interest generated by pre-financing lower than EUR 750 000 at least once a year.

Where the interest yielded exceeds the balance of the amount due to the beneficiaries as indicated in Article II.15.4, or is generated by pre-financing referred to in the previous subparagraph, the Agency shall recover it in accordance with Article II.18.

Interest yielded by pre-financing paid to Member States is not due to the Agency.

- II.16.5 The co-ordinator shall have two months from the date of notification by the Agency of the final amount of the grant determining the amount of the payment of the balance or the recovery order pursuant to Article II.17 or, failing that, of the date on which the payment of the balance was received, to request information in writing on the determination of the final grant, giving reasons for any disagreement. After this time such requests will no longer be considered. The Agency undertakes to reply in writing within two months following the date on which the request for information is received, giving reasons for its reply.

This procedure is without prejudice to the beneficiaries' right to appeal against the Agency's decision pursuant to Article I.9. Under the terms of Union law in this matter, such appeals must be lodged within two months following the notification of the decision to the applicant or, failing that, following the date on which the applicant learned of the decision.

ARTICLE II.17 - DETERMINING THE FINAL GRANT

- II.17.1 Without prejudice to information obtained subsequently pursuant to Article II.19, the Agency shall adopt the amount of the final payment to be granted to the beneficiaries on the basis of the documents referred to in Article II.15.4 which it has approved.
- II.17.2 The total amount paid to the beneficiaries by the Agency may not in any circumstances exceed the maximum amount of the grant laid down in Article I.4.3, even if the total actual eligible costs exceed the estimated total eligible costs specified in Article I.4.2.

II.17.3 If the total actual eligible costs when the action ends are lower than the estimated total eligible costs, the European Union's contribution shall be limited to the amount obtained by applying the European Union grant percentage specified in Article I.4.3 to the actual eligible costs approved by the Agency.

II.17.4 The beneficiaries hereby agree that the grant shall be limited to the amount necessary to balance the action's receipts and expenditure and that it may not in any circumstances produce a profit for them.

Profit shall mean any surplus of total actual receipts attributable to the action over the total actual costs of the action. The actual receipts to be taken into account shall be those which have been established, generated or confirmed on the date on which the request for payment of the balance is drawn up by the co-ordinator for financing other than the European Union grant, to which shall be added the amount of the grant determined by applying the principles laid down in paragraphs 2 and 3 of this article. For the purposes of this article, only actual costs falling within the categories set out in the estimated budget referred to in Article I.4.1 and contained in Annex II shall be taken into account; non-eligible costs shall always be covered by non-Union resources.

Any surplus determined in this way shall result in a corresponding reduction in the amount of the grant.

II.17.5 Without prejudice to the right to terminate the Agreement under Article II.11, and without prejudice to the right of the Agency to apply the penalties referred to in Article II.12, if the action is not implemented or is implemented poorly, partially or late, the Agency may reduce the grant initially provided for in line with the actual implementation of the action on the terms laid down in this Agreement.

II.17.6 On the basis of the amount of the final payment determined in this way and of the aggregate amount of the payments already made under the terms of the Agreement, the Agency shall set the amount of the payment of the balance as being the amount still owing to the beneficiaries. Where the aggregate amount of the payments already made exceeds the amount of the final grant, the Agency shall issue a recovery order for the surplus.

ARTICLE II.18 - RECOVERY

II.18.1 Where an amount, paid by the Agency to the co-ordinator in his capacity of recipient of all payments, is to be recovered under the terms of the Agreement, the co-ordinator undertakes to repay the Agency, on the account indicated by the latter, the sum in question, on whatever terms and by whatever date it may specify, even if he has not been the final recipient of the amount due. In the latter case, if payment has not been made by the due date, the Agency reserves the right to recover directly the amount due from the final recipients proportionally to the amount of the financial contribution effectively received by each of them.

Where such an amount to be recovered under the terms of the Agreement was directly paid by the Agency to a beneficiary, or if recovery is justified under Article II.12 of the Agreement, the beneficiary concerned undertakes to pay the Agency the sum in question, on whatever terms and by whatever date it may specify.

II.18.2 If the obligation to pay the amount due is not honoured by the date set by the Agency, the amount due shall bear interest at the rate indicated in Article II.16.3. Interest on late payment shall cover the period between the date set for payment, exclusive, and the date when the Commission receives full payment of the amount owed, inclusive.

Any partial payment shall first be entered against charges and interest on late payment and then against the principal.

II.18.3 If payment has not been made by the due date, sums owed to the Agency may be recovered by offsetting them against any sums owed to the concerned beneficiary by the Agency or the Commission, after informing him accordingly by registered letter with acknowledgement of receipt or equivalent, or by calling in the financial guarantee provided in accordance with Article II.15.1. In exceptional circumstances, justified by the necessity to safeguard the financial interests of the Union, the Agency and/or the Commission may recover by offsetting before the due date of the payment. The beneficiary's prior consent shall not be required.

- II.18.4 Bank charges occasioned by the recovery of the sums owed to the Agency shall be borne solely by the concerned beneficiary.
- II.18.5 The beneficiaries understand that, under Article 299 of the Treaty on the functioning of the European Union, the Commission may adopt an enforceable decision formally establishing an amount as receivable from persons other than States. An action may be brought against such decision before the General Court of the European Union.

ARTICLE II.19 - CHECKS AND AUDITS

- II.19.1 The co-ordinator undertakes to provide any detailed information, including information in electronic format, requested by the Agency and/or the Commission or by any other outside body authorised by the Agency and/or by the Commission to check that the action and the provisions of the Agreement are being properly implemented. Where the Agency and/or the Commission so wishes, it may request such information to be provided directly by a co-beneficiary.
- II.19.2 The beneficiaries shall keep at the Agency's and/or the Commission's disposal all original documents, especially accounting and tax records, or, in exceptional and duly justified cases, certified copies of original documents relating to the Agreement stored on any appropriate medium that ensures their integrity in accordance with the applicable national legislation, for a period of five years from the date of payment of the balance specified in Article I.5.
- II.19.3 The beneficiaries agree that the Agency and/or the Commission may have an audit of the use made of the grant carried out either directly by its or their own staff or by any other outside body authorised to do so on its or their behalf. Such audits may be carried out throughout the period of implementation of the Agreement until the balance is paid and for a period of five years from the date of payment of the balance. Where appropriate, the audit findings may lead to recovery decisions by the Agency.
- II.19.4 The beneficiaries undertake to allow the Agency and/or the Commission staff and outside personnel authorised by the Agency and/or the Commission the appropriate right of access to sites and premises where the action is carried out and to all the information, including information in electronic format, needed in order to conduct such audits.
- II.19.5 By virtue of Council Regulation (Euratom, EC) No 2185/96 and Regulation (EC) No 1073/1999 of the European Parliament and the Council, the European Anti-Fraud Office (OLAF) may also carry out on-the-spot checks and inspections in accordance with the procedures laid down by Union law for the protection of the financial interests of the European Union against fraud and other irregularities. Where appropriate, the inspection findings may lead to recovery decisions by the Agency and/or the Commission.
- II.19.6 The Court of Auditors shall have the same rights as the Agency and/or the Commission, notably right of access, as regards checks and audits.

SIGNATURES

For the co-ordinator
and the co-beneficiaries
represented by the co-ordinator
by virtue of the mandates in Annex III

Alexander Kyvashvili
Function:

[signature]

Done at [place], [date]

In duplicate in English.

26.10.2012

For the Agency

Klaus HAUPT
Head of Unit

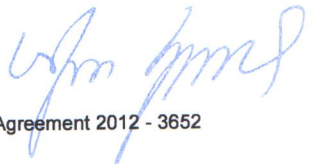
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7/11/2012

ANNEX I

Description of the action



Agreement 2012 - 3652



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PART E. Project implementation / Award criteria

Narrative description of the project. Please describe the project in detail, clearly linking to the problems identified and ensuring consistency with the award criteria defined in the call for proposals.

E.1 The project rationale*

Please outline the motivation behind your project, clearly identifying the specific problem/s which it intends to solve. Explain why this/these problem/s were selected over others, and how the project proposal fits within the development strategies of the partners involved. Define the wider and specific objectives as well as target group(s)/target sector(s) that will be addressed and/or benefit from your project. (Max. 6000 characters)

The process of globalization and internationalization of education in Georgia and Ukraine has become a major topic for educational institutions as well as governmental policies in the 21st century. The process of globalization, market economy and competitive market are major factors behind the internationalization of education. Under such circumstances, the education system and educational institutions of Georgia and Ukraine must assume the social responsibility to redesign their education process in order to help Georgian and Ukrainian students become competitive in the European, international and multicultural labor market. The labor market demand in Georgia as well as in Ukraine shows the necessity of good command of English language. Multilingualism became a key precondition to meet labor market demands.

The second important issue for Georgia and Ukraine is ethnic composition of the population. According to the latest census of Georgia in 2002, ethnic minorities constitute 16.2% of total population. There are 216 non-Georgian schools and 305 non-Georgian sectors, which make 11.96% of whole number of public schools in Georgia. The problems of integration of ethnic minorities and the quality education in non-Georgian schools are mentioned in reports of many international and local organizations (Council of Europe, OSCE, ECMI, ICG). Georgian government has adopted the policy goal of implementing multilingual education (MLE) reform to improve minority education. MLE policy has been included in the action plan and concept on "Tolerance and Civil Integration" of government of Georgia, in the MLE Policy and Action Plan of the MoES of Georgia and in "Multilingual Educational Program Regulations" adopted in 2010. 40 pilot schools have been selected for the implementation of the multilingual education reform. MoES of Georgia drafted bilingual teacher standard in 2011. HEIs of Georgia oblige to prepare bilingual teachers for minority schools based on developed bilingual teacher standard.

Ukraine is characterized by rich ethnic, cultural, and linguistic diversity. According to the latest census, conducted by the Department of Statistics of Ukraine in 2001, ethnic minorities constitute 22.18% of total population, among them are: Russian (17,28 %), Byelorussian (0,57 %), Moldavian (0,54 %), Hungarian (0,31 %), Poles (0,30 %); at the Autonomous republic of the Crimea there are: Crimean Tatars (0,51 %), Karaites (1 196 persons), Krymchaks (406 persons); at transcarpathian region – Rusyns (10000 persons). There are 13 officially recognized languages in Ukraine. These languages are given recognition in the education system. However, nowadays in Ukraine only 14.1% of children are educated on their native language. According to the "Program of improving Ukrainian learning in secondary schools for minority pupils in 2008-2011", beginning from 2008-2009 learning some subjects in two languages or gradual development of bilingual education is put into practice in Ukraine.

CCIR conducted assessment research on readiness of schools to implement multilingual educational programs in Georgia (2011). Equally, the researches on language policy and education in Ukraine identified several important problems for proper implementation of language educational policies (bylaniuk, Melnuk, 2008). The research analysis identifies that schools in Georgia and Ukraine are not ready to implement multilingual educational programs effectively

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due to the following reasons:

- (1) The qualification of school administrators is very low;
- (2) The schools lack qualified teachers who are able to teach in bilingual classroom setting;
- (3) The HEI do not provide in-service and pre-service teachers training in multilingual education and public schools demands on labor are not met;
- (4) Schools lack teaching and methodological materials.

The project objectives:

The overall objective of the project is to support the multilingual educational reform in Georgia and Ukraine;

The specific objectives of the project are:

- To prepare HEIs of Georgia and Ukraine to deliver modern BA, MA and in-service teacher's certificate programs in multilingual education;
- To provide public schools of Georgia and Ukraine with qualified teachers and teaching materials to enable them to meet the demand of globalization and local community;
- To prepare the Bologna Process compatible up to date frame- curriculum as well as syllabi for MA and in-service teacher's certificate programs in multilingual education in Georgia and Ukraine;
- To prepare the university faculty members of Georgia and Ukraine to apply modern pedagogical methods in BA and MA programs of multilingual education;
- To equip the universities of Georgia and Ukraine with sufficient, up to dated teaching materials and equipment.

Target groups and final beneficiaries:

- 7 higher educational institutions (HEI) of Georgia and Ukraine,
- 42 faculty staff of the departments of education, humanities, linguistics, psychology, political science of these 7 universities;
- 400 in-service teachers of Georgian and Ukrainian public schools;
- 60 BA students of Georgia and Ukraine ;
- 40 MA students of Georgia and Ukraine

Indirect beneficiaries:

- Pre-service and in service teachers of Georgia and Ukraine;
- Public schools of Georgia and Ukraine;
- Ethnic minority population of Georgia and Ukraine;
- Population of Georgia and Ukraine.

The project fits within the development strategies of all partner universities. Particularly, Frankfurt University focuses on sociolinguistics aspects in research and teaching as well as on cooperation with international partners. Freiburg, Vilnius and Riga universities have the strategy of partnership with international partners and develop their teacher education and multilingual education programs based on international partnership. Universities of Georgia and Ukraine strive at internationalization of their educational system to meet modern requirements.

E.2 Quality of the partnership*

Explain why the selected partners are best suited to participate in the project. Describe any complementary skills, relevant expertise and competences within the consortium, directly relating to the planned project activities. (Max. 6000 characters)

DIMTEGU partnership includes 11 HEIs and 1 NGO. The consortium has been formed since January 2010 . The consortium submitted project for TEMPUS IV . The reviewer's comments contributed to DIMTEGU restructure. As recommended,

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Armenian partners were replaced with Ukrainian partners. Ukraine has more relevant problems and needs of multilingual education.

Each member of the consortium contributes expertise and experience, particularly:

TSU is the leading state university in Georgia. TSU prepares specialists in Education Psychology, Teacher education, Foreign Languages, Linguistics, and Intercultural Communication. TSU has one of the most experienced and qualified faculty as well as financial and institutional capacity to participate in international projects. 550 ethnic minority students were enrolled at TSU in 2010 and 2011 based on "Affirmative Action" policy in admission system. The enrolled students are potential beneficiaries of the project. TSU started the development of frame curriculum and syllabi for bilingual teacher education program in cooperation with CCIIR with financial support of OSCE HCNM.

JWGU - has a long standing experience in cooperation with Caucasian partners in research and teaching. Since 1995, several exchanges of teaching personnel have been undertaken with the Republic of Georgia, with a view to establishing close links with TSU and other partner institutions. Under the guidance of Prof. Gippert, a large amount of research projects concerning the linguistic landscape of the Southern Caucasus have been successfully executed.

LU - Latvian University was selected due to expertise in the field, particularly: (1) The Bologna process up to dated BA and MA programs in teacher education, educational psychology, multilingual education program; (2) experienced and qualified faculty and staff in the field of teacher education, multilingual education and educational science; (3) Up to dated teaching materials in teacher education, educational psychology, multilingual education program
Vilnius State University- (VU) Vilnius State University was selected due to expertise in the field. Particularly: (1) The Bologna process up to dated BA and MA programs in international education and educational administration; (b) Expertise in distance learning and using technologies in teaching process, design course management systems; (c) experienced and qualified faculty and staff in the field international education, educational administration technology in education;

PH-FR offers in-service-training for teachers and cooperates with schools in the region to improve seminars as well as teaching material. The European certificate ("Europalehramt") is one of the main university pillars: it aims at a deeper understanding of Europe and at a profound competence of students in Content and Language Integrated Learning (CLIL) and MLE. The valuable experience FU in CLIL and MLE will be effectively used for development and introduction of MLE programs at HEIs of partner countries.

ISU is one of the flagship public research HEIs. ISU strives to provide high-quality education and facilitate rigorous research through innovative initiatives and policies. ISU has one of the most comprehensive teacher education and educational administration programs in Georgia

ASEU is located in Samtskhe-Javakheti region of Georgia. The region is densely populated by ethnic minorities. ASEU prepares educators and teachers for non-Georgian schools. ASEU prepares specialists in Education, Foreign Languages, Linguistics and Intercultural Communication. 80 ethnic minority students were enrolled at ASEU in 2010 and 2011 based on "Affirmative Action" policy in admission system. The enrolled students are potential beneficiaries of the project. ASTU started the development of frame curriculum and syllabi for bilingual teacher education program in cooperation with CCIIR and TSU.

AHEIC is located in Samtskhe-Javakheti region of Georgia. The region is densely populated by ethnic minorities. AHEIC prepares educators and teachers for non-Georgian schools. AHEIC prepares specialists in Education and Linguistics. 50 ethnic minority students were enrolled at AHEIC in 2010 and 2011 based on "Affirmative Action" policy in admission system. The enrolled students are potential beneficiaries of the project.

Crimean University was founded in 1944. Crimean University for the Humanities (CUH) is one of the oldest educational institutions of the Crimea. The main mission of the University is to satisfy the region specific needs by preparing qualified specialists in different fields including teacher education. Crimean University is located in Crimea compactly resided by ethnic minorities. Crimean University prepares teachers of minority and bilingual schools.

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L'viv University as an institution of higher learning was founded in the 17th century. The traditions of Classical Philology at the University of L'viv were very rich. L'viv University has been expanding its ties with the higher schools of Hungary, Germany, the USA, France etc. L'viv University strives for internationalization of education and preparation multilingual teachers.

Oles Honchar Dnipropetrovsk National University was founded 1918 and at present it is one of the most famous and prestigious higher institutions in Ukraine. University is located in the region compactly resided by ethnic minorities. University prepares teachers of minority and bilingual schools.

CCIIR works on issues of ethnic minority education. CCIIR implemented more than 35 projects in the field of multilingual education. CCIIR has 8 in-service teachers professional development programs on multilingual education, teaching and learning Georgian as a second language, administration of diversity and multiculturalism in education. CCIIR developed and issued more than 150 publications in the field of minority and multilingual education.

E.3 The project's content and methodology*

Having identified the problems and needs under point E.1, please describe the project as a whole, addressing as appropriate the following points:

- academic content
- pedagogical approach
- involvement of academics, students and stakeholders at large
- activities leading to the expected outcomes, being consistent with the wider and specific objectives
- quality assurance processes

The description must clearly indicate the working methodologies and processes to be used.

Make sure that the information in this section is consistent with the project Logical Framework Matrix. (Max. 12000 characters)

Preparatory Phase

The project management workshop will be organized in Tbilisi in the beginning of the project. All members of consortium will participate in the workshop.

Project Activities:

The following activities will be implemented in the framework of the project:

Objective 1: To prepare the HEI faculty of Georgia and Ukraine to apply modern pedagogical methods

Activity 1.1. Organization of trainings for faculty/Academic Content/Pedagogical Approach

The faculty of partner countries HEIs will participate in the trainings, which consists of 3 modules:

I mod: -Teaching methods;-45 contact hours: Modern teaching methods and strategies; Student-centered teaching methods; Problem based teaching methods; Using technologies in teaching process, design the course in the moodle; Learning and development theories and practice

II mod: -Development of syllabuses- 60 contact hours-The overall structures of effective syllabuses; Course objectives and learning outcomes; ; Selection of topics; Selection of reading materials; Assessment system and ECTS; Teaching methods and strategies; Incorporation of international and intercultural aspects in syllabus;

III mod:- 60 contact hours/Multilingual/Multicultural Education-Multilingual models; Multilingual teacher education and in-service teacher trainings programs; Second language teaching methods and strategies; Content and Language integrated learning in primary, basic and secondary schools; Multicultural education approaches, methods and

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strategies; Administration of diversity and multiculturalism in education.

The first module will be conducted by Vilnius University and University of Latvia. The second module will be conducted by Frankfurt University; The third module will be conducted by faculty staff of Fraiburg University
Totally 42 faculty members of Georgian and Ukrainian HEIs will participate in the trainings (24 faculty members from Georgian HEIs, 18 faculty members from Ukrainian HEIs)

The first module of the training will conducted in Ukraine. The second and the third module of training will be conducted in Georgia.

Objective 2: To prepare HEIs of Georgia and Ukraine to deliver modern BA, MA programs

Activity 2.1. Development of the frame curriculum for MA multilingual education programs

The interdisciplinary frame curriculum of MA (120 credit hours) will be developed. The frame curriculum will consist of:
(a) The structure of program; (b) List of core course, core/electives and elective courses; (c) program modules; (d) Chart of program administration; (e) Quality assurance mechanisms.

The MA program of Multilingual Education will have two directions: (a) Teacher education; (b) Educational administration; The program will prepare teachers for basic and secondary schools in the following subject areas: (1) Social science teachers; (b) Natural science teachers; (c) Teachers of Math; It is envisaged to prepare teachers for the following languages: (a) Georgian-English; (b) Georgian-Armenian; (c) Georgian-Azerbaijani for Georgia; (a) Ukrainian-Russian, (b) Ukrainian-English, The frame-curriculum will consist of the courses from the following directions: (a) curriculum and instruction; (b) assessment and measurement; (c) educational psychology; (d) second language acquisition (e) language courses; (f) language and content integrated learning and multilingual education; (g) Administration of multiculturalism and diversity in education; (h) international and global education; (i) subject courses; (j) research methods and statistics; (k) Educational administration; (l) Leadership and Instructional leadership. The MA program will consist of 90 credit hours of course work and 30 credit hours of research.

Two workshops (1 in Tbilisi, - 1 in Lviv) will be organized during the development of frame-curriculum.

Activity 2.2. Development of the syllabi

The faculty of Georgian and Ukrainian HEIs will work on syllabuses and teaching materials, which will be developed based on frame curriculum of the programs. The German, Latvian and Lithuanian universities will be actively involved in the process of development of syllabuses and teaching materials. The German, Latvian and Lithuanian partners will consult Georgian and Ukrainian colleagues through online communication, online conferences and chat.

Activity 2.3. Organization of study tours in Germany, Latvia and Lithuania for the faculty of Georgian and Ukrainian universities

The faculty of Georgian and Ukrainian HEIs will visit Freiburg, Frankfurt, Riga and Vilnius. The participants will introduce frame curriculum of European universities, syllabuses, teaching and learning process, quality assurance mechanisms and infrastructure for implementing effective BA, MA and in-service teacher's training programs. The study tour will last for 5 days in each university. Totally 14 faculty members of Georgian and Ukrainian HEI will participate in it (Two from each HEI). The developed syllabuses and teaching materials will be revised after the study tour. The presentation of developed programs will be conducted at Tbilisi at the end of study tour.

Activity. 2.4. Development of moodle platform and web-sites for programs and courses

The Moodle platform as well as web-sites for HEI of Georgia and Ukraine will be developed. The faculty and staff of HEI will be able to design their course based on developed platform.



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Activity 2.5. Piloting and introduction of BA program

The BA program developed in the framework of TSU, ASEU and CCIIR project funded by OSCE HCNM will be piloted and implemented in the second year of the project in Tbilisi State University, Akhaltsikhe State Teaching University, Akhalkalaki College. The students will be enrolled based on legislative regulations of HEIs of Georgia. The process of the program piloting will be conducted in close collaboration of partners. Faculty members of Freiburg, Frankfurt, Vilnius and Riga universities will visit Georgia at the end of each semester for consultations and evaluation of the program effectiveness.

Activity 2.6. Piloting and introduction of MA program

The MA program developed in the framework of will be piloted and implemented in the second year of the project in Ilia State University and in all HEIs of Ukraine. The students will be enrolled based on legislative regulations of HEIs of Georgia and Ukraine. The process of the program piloting will be conducted in close collaboration of partners. Faculty members of Freiburg, Frankfurt, Vilnius and Riga universities will visit Georgia and Ukraine at the end of each semester for consultations and evaluation of program effectiveness. The MA program will be implemented in TSU and ASEU after the completion of the project.

Objective 3: To provide public schools of Georgia and Ukraine with qualified teachers

Activity 3. In-service teacher's professional development program will be prepared in the framework of the project. The time frame and methodology of development of in-service teacher's professional development programs will be identical to MA program development. The in-service teacher's professional development program will consist of 5 to 30 credit hours. The program will have the following training courses: (a) content and language integrated teaching; (b) intercultural education strategies; (c) curriculum and instruction, professional skills of teachers; (d) language courses; (e) subject teaching training courses. Teachers will have an option to take one training program (5 credits) or take the whole program consisting of 30 credits. Totally 200 teachers from Georgia and Ukraine will participate in the trainings during the project implementation.

Objective 4. To equip HEIs with sufficient, up to dated teaching materials and equipment

Activity 4.1. Translation of textbooks for targeted universities into Georgian and Ukrainian languages

The most important textbooks in the field of education, multilingual education, intercultural education, linguistics will be selected for translation. The textbooks will be translated, edited and published in Georgian and Ukrainian languages. It is planned to translate approximately 20 textbooks and print 200 copies in each language.

Activity 4.2. Publishing E-journal "Bilingual Education"

Quarterly trilingual scientific journal "bilingual education" will be issued in the framework of the project. The journal will be peer reviewed. The journal is published by the Centre for Civil Integration and Inter-Ethnic Relations (CCIIR) from 2009. CCIIR as partner of the consortium will continue administration of publishing of the journal and will provide universities of Georgia and Ukraine with journal free of charge even after the completion of the project.

Activity 4.3. Technical equipment of HEIs

All HEI will be equipped with computers, printers, projectors and boards for classes as well as with computers, internet and online resources for libraries. Each HEI in Georgia and Ukraine will have one modern and equipped computer lab for 20 students with all important programs for learning and research installed in them.

Activity 5. Summative conference in Yalta

The summative conference will be conducted in Yalta. The project results will be presented at conference as well as specific research and teaching topics will be discussed by the faculties of partner universities as well as by researchers interested in international and multilingual education. The conference will last for 3 days.

Quality Assurance

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The following quality assurance mechanisms will be introduced:

- Programs will be evaluated and adopted by Quality Assurance Department of targeted HEIs;
- BA, MA, as well as In-service teachers programs will be accredited by the National Centre for Educational Quality Enhancement of the Ministries of Education of Georgia and Ukraine;
- The assessment survey will be conducted for evaluation of each program after each semester;
- Students evaluation forms will be developed and students will evaluate the effectiveness of each course;
- The journal "bilingual education" will be peer reviewed;
- The evaluation of each activity will be conducted separately. The evaluation will be done in three levels: (a) Evaluation of process; (b) Evaluation of outcomes; (c) Evaluation of Impact.
- The external two midterm and final evaluations of the project will be conducted. The midterm evaluations will be formative and will be used for improvement of project activities.

Dissemination of the project results

The project will be disseminated on local, regional and international levels. The following approach will be used for dissemination of project activities and results:

- (a) Moodle platform and web-sites;
- (b) International Journal "Bilingual Education", which will be included in scientific online journals databases;
- (c) Workshops and seminars;
- (d) Presentations of project activities and project results;
- (e) Summative conference;
- (f) Networking between consortium members;
- (g) Participation of consortium professionals in other international conferences.
- (h) Publications in other international journals

E.4 Dissemination and sustainability*

Explain how the planned dissemination and exploitation activities will ensure optimal use of the results during and beyond the lifetime of the project. Make clear the potential in the project for tangible impact and multiplier effects. (Max. 4000 characters)

There are several important components in the project for sustainability of the project after its completion.

Institutional Sustainability

- 1) BA, MA, as well as in-service teacher's professional development programs will be evaluated and adopted by Quality Assurance Departments of higher educational institutions of Georgia and Ukraine;
- 2) BA, MA, as well as in-service teacher's professional development programs will be accredited by the Quality Enhancement Centers of the Ministries of Education of Georgia and Ukraine;
- 3) Trained and qualified faculty;
- 4) Developed frame-curriculum and syllabuses as well as teaching materials;
- 5) Material-technical equipment;
- 6) Journal "bilingual education" which will be peer reviewed and will be issued after completion of the project

Financial sustainability

- 1) In-service Teacher's Training- According to the Law on General Education, teachers have to update their qualification every eight year. So, the Ministry of education of Georgia is providing teachers with vouchers for professional development. Teachers professional voucher system will enable teachers to participate in training and makes the program sustainable;
- 2) BA, MA programs are funded from state as well. Teachers education is a state priority and big percentage of vouchers are allocated for Master in Education programs.

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Policy Level Sustainability

Ministry of Education and Science of Georgia is going to develop the long-term strategy of civil integration of ethnic minorities through education and bi/multilingual education is the cornerstone of the strategy. The Ministry of Education and Science is going to implement bilingual educational reform. The project output and outcomes will be important resources for the Ministry. The ministry of Education and Science of Georgia developed "Incentive System" for bilingual teachers. Bilingual teachers will be remunerated with additional grants. The developed teachers "Incentive System" is important factor for sustainability of the project on policy level in Georgia.

The project will have multiply effects. (a) The programs can be easily replicated in other higher educational institutions of Georgia and Ukraine; (b) The project serves only schools and persons involved in multilingual educational programs in Georgia and Ukraine nowadays; However, the program can be extended to all public schools after the pilot phase of the project as well as after completion of the project; (c) The project results can be multiplied in Germany, Latvia and Lithuania as well. The HEIs of Germany, Latvia and Lithuania can revise their programs and materials based on project results;

1. Local level: Dissemination within project consortium partners:

The following instruments are designed for dissemination within the consortium members:

- Web Portal activities;
- Consortium meetings provide opportunities for dissemination.
- Piloting programs and revision based on piloting results :
- Consultations after each semester

Level 2: National Dissemination

The partner HEIs will disseminate the activities and results of the project through the following activities:

- Participating in national conferences conducted in partner countries.
- Publishing the results of the piloting and introduction of programs in journal "bilingual education".
- Publishing the articles on project on other national journals
- Printed, online, electronic media and social networks will be used for dissemination of project activities, programs, events and results

Level 3: International Dissemination

The partner HEIs will disseminate the activities and results of the project through the following activities:

- International Summative Conference that presents the programs and pilot results.
- Participation of project participants in other international conferences.
- Publications in International Journals.
- Publications in international journal "Bilingual Education"

E.5 Budget and cost effectiveness*

Describe the strategy adopted to ensure that the proposed results and objectives will be achieved in the most economical way. Explain the principles of budget allocation amongst partners. Indicate the arrangements adopted for financial management. (Max. 2000 Characters)

The project implementation is designed in the most economical way. Particularly the project management costs are only 12 % of the total budget. The management costs are not high as the most issues will be arranged through internet using modern technologies and online workshop, consultations and conference format. Even academic staff involved in the project will cooperate through internet..

The budget allocation among partners are based on the following principles: (a) The amount will be transferred directly to the HEI to pay the salaries, per diems and honoraria for faculty and staff of their universities involved in the project; (b)



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HEIs space, equipment and facilities will be used for project implementation; (c) The management costs are distributed based on involvement of partners; (d) The translation services and e-journal functioning will be done by NGO, which has the best experience in the field of multilingual and international education in Georgia and Ukraine; (f) The project management team and steering committee will be established in the framework of the project. The issues of budget allocations among partners will be decided jointly; (g) Project envisages the management team meeting at the beginning of the project and all issues on financial management will be agreed through consensus by members of consortium.

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Please ensure that the information you provide in this worksheet is consistent with Part F of your eForm

The same reference and sub-reference numbers used in the logical framework matrix must be assigned to each deliverable and related activity. The first month of the project must be marked 1. Please use the following symbols:

- Activity carried out in the EU or Candidate Country: O

- Activity carried out in the Partner Country: X

	DEV	QPLN	DISS	EXP	MNGT
Development					
Quality Plan					
Dissemination					
Exploitation					
Management					

Table 1

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To add (a) row(s), click a cell **INSIDE** the table, then on the upper **Insert** menu click "Row".

3. LOGICAL FRAMEWORK MATRIX – LFM

Wider Objective: <i>What is the overall broader objective, to which the project will contribute?</i> The overall objective of the project is to support the multilingual educational reform in Georgia and Ukraine	Indicators of progress: <i>What are the key indicators related to the wider objective?</i> - The number of schools implementing effective multilingual educational programs;	How indicators will be measured: <i>What are the sources of information on these indicators?</i> The data of Ministry of Education of Georgia and Ukraine	
Specific Project Objective/s: <i>What are the specific objectives, which the project shall achieve?</i>	Indicators of progress: <i>What are the quantitative and qualitative indicators showing whether and to what extent the project's specific objectives are achieved?</i>	How indicators will be measured: <i>What are the sources of information that exist and can be collected? What are the methods required to get this information?</i>	Assumptions & risks: <i>What are the factors and conditions not under the direct control of the project, which are necessary to achieve these objectives? What risks have to be considered?</i>
1. To prepare the university faculty members of Georgia and Ukraine to apply modern pedagogical methods in BA and MA programs of multilingual education	1. The modern teaching methods applied by instructors of HEIs of Georgia and Ukraine during the teaching process at BA and MA programs of multilingual education;	1.1. Classroom observation report by German, Latvian and Lithuanian HEIs faculty members; 1.2. Students evaluation forms	1. Risk: Partner countries HEIs faculty members lack of experience in designing syllabus on multilingual education and applying modern teaching methods and using technology in classroom setting; Solution: Three module trainings will be provided in the first stage: (a) Modern teaching methods; (b) Development of syllabi and using technology; (c) Development of multilingual and multicultural educational courses
2. To prepare HEIs of Georgia and Ukraine to deliver modern BA, MA, in-service teacher's certificate study programs in international and multilingual education;	2.1. Developed BA, MA, and in-service teachers training programs, syllabi and teaching materials; 2.2. Prepared staff to develop modern syllabus and teaching materials and apply modern teaching methods in classroom setting 2.3. Developed programs equipped with sufficient technical and teaching and research materials	2. Programs adopted by quality assurance centres of partner countries HEIs.	2. Risk: The sufficient number of faculty to implement the program can be the possible problem; Solution: Outsourcing approach will be used. Partner countries HEIs will attract faculty outside of their HEI
3. To prepare the Bologna Process compatible up to date frame- curriculum as well as syllabuses for MA and in-service teacher's certificate programs in international	3. developed MA and in-service teachers training programs, syllabis and teaching materials;	3.1. Published and adopted programs; 3.2. Evaluation of German, Latvian and Lithuanian faculty members; 3.3. Midterm external evaluation report	3.1 Risk: The sufficient number of faculty to implement the program can be the possible problem; Solution: Outsourcing approach will be

and multilingual education in Georgia and Ukraine;			used. Partner countries HEIs will attract faculty outside of their HEI
4. To provide public schools of Georgia and Ukraine with qualified teachers and teaching materials to enable them to meet the demand of globalization and local community	4. Public schools have sufficient human resources to implement multilingual educational programs;	4.1. Data of Professional development Centre/Department of Ministry of Education of Georgia and Ukraine	3.2. . Risk: The program accreditation of the HEI by the MoE of Georgia and Ukraine are planned in the timeframe of the project. Delay in accreditation process can be the risk for the quality of the programs; - Solution-The programs will be developed to meet the standards of Quality Assurance Centre of the Ministry of Education and will be prepared to get accreditation any relevant time.
5. To equip the universities of Georgia and Ukraine with sufficient, up to dated teaching materials and equipment;	5.1. students are able to use modern technologies, library and online resources in learning process; 5.2. Instructors have sufficient reading/teaching materials for their courses	5.1. Evaluation report; 5.2. observation report; 5.3. student evolution analysis; 5.4. Assessment survey report	4. Risk-The overload timeframe of teachers to participate in teachers professional development programs. Solution: The variety options will be offered to the teachers for professional development. The training program can be intensive as well as gradual. The training courses will be conducted on week-ends as well as after the working hours.
			5.1. Risk: Quality of translation of textbooks and journals; Solution: Textbooks and journals will be edited in careful manner 5.2. Risk Quality of internet connections Solution: Cell phone with GPRS/UMTS connection will be provided 5.3. Risk: Knowledge of English language by faculty and students of regional universities: Solution: The textbooks and journal will be translated in Georgian and Ukrainian languages
Outputs (tangible) and Outcomes (intangible): • Please provide the list of concrete outputs/outcomes grouped in Workpackages , leading to the specific objective/s. Please list	Indicators of progress: What are the indicators to measure whether and to what extent the project achieves the envisaged results and effects?	How indicators will be measured: What are the sources of information on these indicators?	Assumptions & risks: What external factors and conditions must be realised to obtain the expected outcomes and results on schedule?

<p>here the <i>Workpackages</i> (use bullet points):</p> <ol style="list-style-type: none"> 1. Trained and prepared 42 faculty members of partner countries HEIs to develop modern syllabus and apply modern teaching methods in classroom 	<ol style="list-style-type: none"> 1. faculty of partner countries HEIs applies modern teaching methods in classroom setting 	<ol style="list-style-type: none"> 1.1. Students evaluation analysis; 1.2. Assessment survey report; 1.3. External evaluation report; 1.4. Project staff; 	<ol style="list-style-type: none"> 1. Risk: Partner countries HEIs faculty lack of experience in designing syllabus on multilingual education and applying modern teaching methods and using technology in classroom setting; Solution: Three module trainings will be provided in the first stage: (a) Modern teaching methods; (b) Development syllabuses and using technology; (c) Development multilingual and multicultural educational courses
<ol style="list-style-type: none"> 2. Developed frame curriculum for MA, and in-service teachers training programs in multilingual 	<ol style="list-style-type: none"> 2. Partner countries HEIs implementing accredited, MA program with 120 credit hours and in-service teachers training programs (5-30 credit hours) in multilingual education 	<ol style="list-style-type: none"> 2.1. The adoption decree of the program issued by partner countries HEIs; 2.2. Data of Quality Assurance Centers of Ministry of Education of Georgia and Ukraine; 	<ol style="list-style-type: none"> 2. Risk: The sufficient number of faculty to implement the program can be the possible problem; Solution: Outsourcing approach will be used. Partner countries HEIs will attract faculty outside of their HEI
<ol style="list-style-type: none"> 3. Designed and developed courses, syllabi and teaching materials for BA, MA, and in-service teachers training programs; 	<ol style="list-style-type: none"> 3.1. Variety of core courses, core/elective courses and elective courses are available for BA, MA and students in Multilingual Education; 3.2. Variety of in-service teachers development programs are available for teachers in multilingual education, subject skills, language courses, second language teaching, curriculum and instruction; 3.3. sufficient teaching materials/readers are used in teaching process at BA, MA, and in-service teachers training programs in International and Multilingual/Multicultural Education; 	<ol style="list-style-type: none"> 3.1 Students evaluation analysis; 3.2. Assessment survey report; 3.3. External evaluation report; 3.4. Project staff. 	<ol style="list-style-type: none"> 3. Risk: The sufficient number of faculty to implement the program can be the possible problem; Solution: Outsourcing approach will be used. Partner countries HEIs will attract faculty outside of their HEI.
<ol style="list-style-type: none"> 4. Improved qualification of faculty of partner HEIs 	<ol style="list-style-type: none"> 4. faculty of partner countries HEIs applies modern teaching methods in classroom setting 5.1. The courses are designed in moodle 	<ol style="list-style-type: none"> 4.1. Students evaluation analysis; 4.2. Assessment survey report; 4.3. External evaluation report; 4.4. Project staff; 	<ol style="list-style-type: none"> 4. Risk: Shengen visa procedures; Solution: (a) Host universities will be actively involved in the process of applying for Shengen visa; (b) Visa procedures are simplified for scientists, faculty and researchers from Georgia and Ukraine

5. Developed moodle platform and web-sites of programs for HEIs	platform for MA, and in-service teacher training programs in Multilingual Education; 5.2. Distance learning, e-resources and IT are applied in teaching process in partner countries HEIs; 5.3.. Online and e-resources are applied in teaching/learning process in partner countries HEIs	5.1. courses uploaded on web-site in moodle platform; 5.2. Students' evaluation analysis 5.3 .Web-site 5.4. Web-site users information tracker; 5.5. .Students' evaluation analysis; 5.6. Assessment survey report; 5.7. External evaluation report.	5. Risks: There can be low speed Internet connection available in the regional universities where project will take place. Solution: Cell phone with GPRS/UMTS connection will be provided. In case of urgency a working Internet webpage and e-mail server will be created on a server. This will ensure the necessary activities.
6. 60 BA, 40 MA students enrolled and studying at multilingual education program;	6.1. students applied and enrolled; 6.2. Retention rate of enrolled students;	6.1.Data provided by partner countries HEIs; 6.2. Students' evaluation analysis;	6. Risk: Attracting sufficient numbers of students at the program; Solution: Conducting informational meetings with prospective students
7. 400 in-service teachers improved their skills in multilingual education;	7. 250 teachers from Georgia and 150 teachers of Ukraine teach subjects in two languages and use modern teaching methods in teaching process	7.1. Certificates issued by partner countries HEIs; 7.2. Assessment survey and external evaluation report based on classroom observation of in-service teacher's lessons	7. Risk: The overload timeframe of teachers to participate in professional development programs. Solution: The variety options will be offered to the teachers for professional development. The training program can be intensive as well as gradual. The training courses will be conducted on week-ends as well as after the working hours.
8. Summative conference materials	8. The published articles in the conference materials are highly referenced in impact factors journals	8 The published conference materials; The published articles in the journal.	8. .Risk: Shengen visa procedures; Solution: (a) Host universities will be actively involved in the process of applying for Shengen visa; (b) Visa procedures are simplified for scientists, faculty and researchers from Georgia and Ukraine
9. HEIs are equipped with computers and teaching materials in Georgian and Ukrainian languages (20 textbooks are translated, printed and published)	9.1. Modern library and computer lab are available for students, researchers and instructors and are actively used in teaching/learning and research process 9.2.. Georgian and Ukrainian versions of textbooks printed and uploaded on the web-site;	9 1.. Students' evaluation form analysis; 9.2. assessment survey report; 9.3. external evaluation reports; 9.4. .Project Narrative report	9 (a) Risk: There can be low speed Internet connection available in the regional universities where project will take place. Solution: Cell phone with GPRS/UMTS connection will be provided. In case of urgency a working Internet webpage and e-

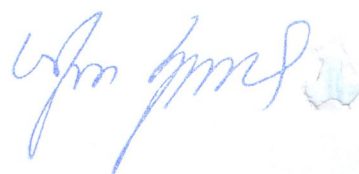
<p>10. Issued twelve volumes of 200 page e-journal "bilingual education" and posted on the web-site.</p> <p>11. Effective project administration</p> <p>12. Assured quality of project activities</p>	<p>9.3. . The hard copies and e-versions of Georgian and Ukrainian versions of textbooks are available for students, researchers and instructors and are actively used in teaching/learning and research process</p> <p>10. The 12 volumes of journal uploaded on the web-site are available for students, researchers and instructors and are actively used in teaching/learning and research process;</p> <p>11. the project activities are implemented in designed action plan and timeframe</p> <p>12. The project activities and developed programs are implemented with high quality</p>	<p>10.1.Web-site; 10.2.Students' evaluation form analysis; 10.3. assessment survey report; 10.4. external evaluation reports; 10.5..Project Narrative report</p> <p>11. Project reports;</p> <p>12.1. Adoption document approved by the Quality Assurance Centers of HEIs 12.2. Midterm and final external evaluation report; 12.3. Students' evaluation form analysis; 12.4. Assessment survey report;</p>	<p>mail server will be created on a server.</p> <p>(b) Risk: The quality of translations of textbooks; Solution: The editing process will be ensured.</p> <p>10. Risk: The quality of translations of journal materials; Solution: The editing process will be assured before the posting journal on the web-site. All partner universities will be involved for translation quality assurance process.</p> <p>12. Risk: Akhalsikhe and Akhalakaki universities have the modest experience in participation in international projects; Solution: Frankfurt University will design action plan for them and will monitor the implementation of the action plan during the whole period. Frankfurt University will consult above mentioned HEIs on management issues on a daily basis online.</p> <p>12. Risk: The program accreditation of the HEI by the MoE of Georgia and Ukraine are planned in the timeframe of the project. Delay in accreditation process can be the risk for the quality of the programs; - Solution-The programs will be developed to meet the standards of Quality Assurance Centre of the Ministry of Education and will be prepared to get accreditation any relevant time</p>
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Activities: <i>What are the key activities to be carried out and in what sequence in order to produce the expected results?</i>	Inputs: <i>What inputs are required to implement these activities, e.g. staff time, equipment, mobilities, publications etc.?</i>	Assumptions, risks and pre-conditions: <i>What pre-conditions are required before the project starts? What conditions outside the project's direct control have to be present for the implementation of the planned activities?</i>
1. To prepare the university faculty of Georgia and Ukraine to apply modern pedagogical methods;	1.1. Three months; 1.2. Six faculty of European HEIs (Trainers) 1.3 42 faculties of partner countries HEIs (trainees; 1.4. Printing training materials; 1.5. Training room and facilities	1. Risk: Partner countries HEIs faculty lack of experience in designing syllabuses on multilingual education and applying modern teaching methods and using technology in classroom setting; Solution: Three module trainings will be provided in the first stage: (a) Modern teaching methods; (b) Development syllabuses and using technology; (c) Development multilingual and multicultural educational courses
2. Development of the frame curriculum for MA, and in-service teacher training programs in multilingual education;	2.1. Four months; 2.2. Eight faculty members of European HEIs 2.3. Forty two faculties of partner countries HEIs (trainees; 2.4. Translation of developed programs; 2.5. Printing developed programs; 2.6. Room for workshop and workshop facilities	2. Risk: The sufficient number of faculty to implement the program can be the possible problem; Solution: Outsourcing approach will be used. Partner countries HEIs will attract faculty outside of their HEI
3. Development of the syllabi of courses for MA, program in multilingual education	3.1. 8 months 3.2. Eight faculty members of European HEIs; 3.3. 42 faculties of partner countries HEIs 3.4. Translation of developed syllabi; 3.5. Printing developed syllabi	3. Risk: The sufficient number of faculty to implement the program can be the possible problem; Solution: Outsourcing approach will be used. Partner countries HEIs will attract faculty outside of their HEI.
4. Organization of study tour in Germany, Latvia and Lithuania for the faculty of Georgian and Ukrainian Universities;	4.1. 20 days 4.2. Eight faculty members of European HEIs 4.3. 14 faculty members of partner countries HEIs	4. Risk: Shengen visa procedures; Solution: (a) Host universities will be actively involved in the process of applying for Shengen visa; (b) Visa procedures are simplified for scientists, faculty and researchers from Georgia and Ukraine;

5. Development of moodle platform and web-sites for MA program and courses	<p>5.1. Nine months for development and verification; 14 months of piloting and implementation</p> <p>5.2. four faculty members of European HEIs</p> <p>5.3. Forty two faculty members of partner countries HEIs;</p> <p>5.4. Computers.</p>	<p>5. Risks: There can be low speed Internet connection available in the regional universities where project will take place.</p> <p>Solution: Cell phone with GPRS/UMTS connection will be provided. In case of urgency a working Internet webpage and e-mail server will be created on a server. This will ensure the necessary activities.</p>
6. Piloting and Implimentation of BA program	<p>6.1. Totally 14 months of piloting and implementation;</p> <p>6.2. 6 faculty members of European higher educational institutions;</p> <p>6.3. 42 faculty members of partner countries HEIs</p> <p>6.4. Printing readers/Teaching materials.</p>	<p>6. Risk: Attracting sufficient numbers of students at the program;</p> <p>Solution: Conducting informational meetings with prospective students</p>
7. Piloting and Implimentation of BA program	<p>6.1. Totally 14 months of piloting and implementation;</p> <p>6.2. 6 faculty members of European higher educational institutions;</p> <p>6.3. 42 faculty members of partner countries HEIs</p> <p>6.4. Printing readers/Teaching materials.</p>	<p>7. Risk: Attracting sufficient numbers of students at the program;</p> <p>Solution: Conducting informational meetings with prospective students</p>
8. In-service teachers Training to provide public schools of Georgia and Ukraine with qualified teachers;	<p>8.1. 28 months for development, piloting and implementation;</p> <p>8.2. faculty members of European higher educational institutions;</p> <p>8.3. Forty two faculty members of partner countries HEIs and six trainers of CCIIR</p> <p>8.4. Printing readers/Teaching materials.</p>	<p>8. Risk: The overload timeframe of teachers.</p> <p>Assumption: The variety options will be offered to the teachers for professional development. The training program can be intensive as well as gradual. The training courses will be conducted on week-ends as well as after the working hours.</p>
9. Conducting summative conference in Yalta;	<p>9.1. Three days</p> <p>9.2. Eight faculty members of European</p>	<p>9. Risk: Shengen visa procedures;</p> <p>Solution: (a) Host universities will be</p>

<p>10. Equipment of partners countries HEIs with sufficient, up to dated teaching materials and equipment;</p>	<p>HEIs; 9.3. Forteen faculty members from Georgia and Ukraine; 9.4. Translation of conference materials 9.5. Printing and publishing of conference materials; 9.6. Conference room and facilities</p>	<p>actively involved in the process of applying for Shengen visa; (b) Visa procedures are simplified for scientists, faculty and researchers from Georgia Ukraine.</p>
<p>11. Publishing of the Journal "Bilingual Education";</p>	<p>10.1. 21 months 10.3. 20 textbooks translated in Georgian and Ukrainian languages 10.4. Publication of 200 copies of each Textbook; 10.5 Computers for computers labs of partners countries HEIs</p>	<p>10. (a) Risk: There can be low speed Internet connection available in the regional universities where project will take place. Solution: Cell phone with GPRS/UMTS connection will be provided. In case of urgency a working Internet webpage and e-mail server will be created on a server.</p> <p>(b) Risk: The quality of translations of textbooks; Solution: The editing process will be ensured.</p>
<p>12. Administration of the project;</p>	<p>11.1. 36 months 11.2. Online publication of 12 journals "bilingual education; 11.3. Translation of journal articles ; 11.4. Editor, editorial board and technical staff for journal; 11.5. Web-site hosting and support</p>	<p>11. Risk: The quality of translations of journal materials; Solution: The editing process will be assured before the posting journal on the web-site. All partner universities will be involved for translation quality assurance process.</p>
<p>12. Administration of the project;</p>	<p>12.1. 36 months 12.2. Two management staff from each consortium member university; 12.3. Printing preparatory workshop materials; 12.4. Computers and internet resources for online conferences</p>	<p>12. Risk: Akhaltsikhe and Akhalakalaki universities have the modest experience in participation in international projects; Solution: Frankfurt University will design action plan for them and will monitor the implementation of the action plan during the whole period. Frankfurt University will consult above mentioned HEIs on management issues on a daily basis online.</p>

13. Quality assurance	<p>13.1.36 months</p> <p>13.2.Eight faculty members of European HEIs;</p> <p>13.3.Fourteen faculty members of partner countries HEIs</p> <p>13.4.External evaluator;</p> <p>13.5.Printing questionnaires;</p> <p>13.6.Printing student's evaluation forms;</p> <p>13.7.Printing project narrative reports;</p> <p>13.8.Printing external midterm and final reports</p>		<p>13. Risk: The program accreditation of the HEI by the MoE of Georgia and Ukraine are planned in the timeframe of the project. Delay in accreditation process can be the risk for the quality of the programs;</p> <p>-</p> <p>Solutio-The programs will be developed to meet the standards of Quality Assurance Centre of the Ministry of Education and will be prepared to get accreditation any relevant time.</p>
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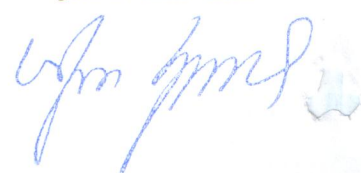
ANNEX II

Estimated budget of the action

PROJECT COSTS

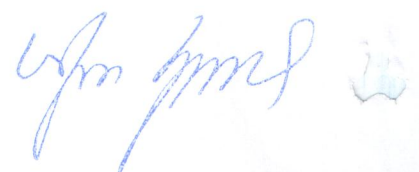
	EUR
I STAFF COSTS	338.680,00
II TRAVEL COSTS, COSTS OF STAY	251.980,00
III EQUIPMENT	195.000,00
IV PRINTING AND PUBLISHING	54.000,00
V OTHER COSTS	114.100,00
ELIGIBLE DIRECT COSTS (total I – V)	953.760,00
VI INDIRECT COSTS	66.763,20
TOTAL ELIGIBLE COSTS (total I – VI)	1.020.523,20

PROJECT FINANCE	EUR
Tempus grant: includes financing to a maximum of 90% of the total eligible costs (from the EU)	918.374,03
Co-financing: at least 10% of the total eligible costs (from the partnership's own resources)	102.149,17
TOTAL PROJECT FINANCE	1.020.523,20



ANNEX III

MANDATES conferring powers of attorney from the co-beneficiaries to the co-ordinator

A handwritten signature in blue ink, appearing to be 'Ugo Pina', is located at the bottom right of the page. To the right of the signature is a small, faint circular stamp.

Annex III

Mandate

Akhalkalaki Higher Education Institution - College [AHEIC]

State University¹

official registration No 25150918¹

119 Agmashenebeli str. Rustaveli st. Akhalkalaki, Georgia

VAT number: N/A

("the co-beneficiary"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Roin Kavrelishvili, Rector**

of the one part,

and

Ivane Javakhishvili Tbilisi State University [TSU]

[official legal form]²

[official registration No204864548]²

Ilia Chavchavadze Ave. 1, 0179 Tbilisi, Georgia

VAT number: 086419

("the co-ordinator"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Alexander Kvitashvili, Rector**

of the other part,

HAVE AGREED

For the purposes of the implementation of the agreement **Development and Introduction of Multilingual Teacher Education Programs at Universities of Georgia and Ukraine [DIMTEGU]** with the Education, Audiovisual and Culture Executive Agency,

The following:

1. The co-beneficiary grants power of attorney to the co-ordinator, to act in his name and for his account in signing the above-mentioned agreement and its possible subsequent riders with the Education, Audiovisual and Culture Executive Agency. Accordingly, the co-beneficiary hereby mandates the co-ordinator to take full legal responsibility for the implementation of such an agreement.
2. The co-beneficiary hereby confirms that he has taken careful note of and accepts all the provisions of the above agreement with the Education, Audiovisual and Culture Executive Agency, in particular all provisions affecting the co-beneficiary and the co-ordinator. In particular, he acknowledges that, by virtue of this mandate, the co-

¹ Leave blank if the co-beneficiary is a public-sector body

² Leave blank if the co-ordinator is a public-sector body

ordinator alone is entitled to receive funds from the European Union and distribute the amounts corresponding to the co-beneficiary's participation in the action.

3. The co-beneficiary hereby agrees to do everything in his power to help the co-ordinator to fulfil its obligations under the above agreement. In particular, the co-beneficiary hereby agrees to provide to the co-ordinator whatever documents or information may be required, as soon as possible after receiving the request from the co-ordinator.
4. The provisions of the above agreement, including this mandate, shall take precedence over any other agreement between the co-beneficiary and the co-ordinator which may have an effect on the implementation of the above agreement between the co-ordinator and the Education, Audiovisual and Culture Executive Agency.
5. A copy of this mandate shall be annexed to the above agreement and shall form an integral part of it.

SIGNATURES

For the co-beneficiary

I hereby confirm that we have read the whole application, including the financial details, and are aware of the specific role we will play in the project.

Roin Kavrelishvili, Rector

I am legally authorised to represent the co-beneficiary

signature

Done at Akhalkalaki, Georgia, [27.01.12]
OFFICIAL STAMP or SEAL of the co-beneficiary

In triplicate in English

For the co-ordinator

Alexander Kvitashvili, Rector

I am legally authorised to represent the co-ordinator

signature

Done at Tbilisi, Georgia
OFFICIAL STAMP or SEAL of the co-ordinator



Handwritten signature in blue ink.

Annex III

Mandate

[Akhaltsikhe State Educational University] [ASEU]

State University¹

official registration No224090043¹

[106, Rustaveli st. 0800, Akhaltsikhe, Georgia]

VAT number: 251509101129

(“the co-beneficiary”), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Tina Gelashvili, Rector**

of the one part,

and

Ivane Javakhishvili Tbilisi State University [TSU]

[official legal form]²

[official registration No204864548]²

Ilia Chavchavadze Ave. 1, 0179 Tbilisi, Georgia

VAT number: 086419

(“the co-ordinator”), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Alexander Kvitashvili, Rector**

of the other part,

HAVE AGREED

For the purposes of the implementation of the agreement **Development and Introduction of Multilingual Teacher Education Programs at Universities of Georgia and Ukraine [DIMTEGU]** with the Education, Audiovisual and Culture Executive Agency,

The following:

1. The co-beneficiary grants power of attorney to the co-ordinator, to act in his name and for his account in signing the above-mentioned agreement and its possible subsequent riders with the Education, Audiovisual and Culture Executive Agency. Accordingly, the co-beneficiary hereby mandates the co-ordinator to take full legal responsibility for the implementation of such an agreement.
2. The co-beneficiary hereby confirms that he has taken careful note of and accepts all the provisions of the above agreement with the Education, Audiovisual and Culture Executive Agency, in particular all provisions affecting the co-beneficiary and the co-ordinator. In particular, he acknowledges that, by virtue of this mandate, the co-

¹ Leave blank if the co-beneficiary is a public-sector body

² Leave blank if the co-ordinator is a public-sector body

ordinator alone is entitled to receive funds from the European Union and distribute the amounts corresponding to the co-beneficiary's participation in the action.

3. The co-beneficiary hereby agrees to do everything in his power to help the co-ordinator to fulfil its obligations under the above agreement. In particular, the co-beneficiary hereby agrees to provide to the co-ordinator whatever documents or information may be required, as soon as possible after receiving the request from the co-ordinator.
4. The provisions of the above agreement, including this mandate, shall take precedence over any other agreement between the co-beneficiary and the co-ordinator which may have an effect on the implementation of the above agreement between the co-ordinator and the Education, Audiovisual and Culture Executive Agency.
5. A copy of this mandate shall be annexed to the above agreement and shall form an integral part of it.

SIGNATURES

For the co-beneficiary

I hereby confirm that we have read the whole application, including the financial details, and are aware of the specific role we will play in the project.

Tina Gelashvili, Rector

I am legally authorised to represent the co-beneficiary

signature

Done at Akhaltsikhe, Georgia, [06.02.12]

OFFICIAL STAMP or SEAL of the co-beneficiary



For the co-ordinator

Alexander Kvitashvili, Rector

I am legally authorised to represent the co-ordinator



Handwritten signature in blue ink.

Annex III

Mandate

Centre for Civil Integration and Inter-Ethnic Relations [CCIIR]
[official legal form Non Commercial Legal Entity/Non-Governmental Organization]¹
[official registration No 5/9a - 732]¹
74-30a, Vazha-Pshavela Avenue, 0177 Tbilisi, Georgia
VAT number: 205054153

("the co-beneficiary"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Shalva Tabatadze, Chairman**

of the one part,

and

Ivane Javakhishvili Tbilisi State University [TSU]
[official legal form]²
[official registration No204864548]²
Ilia Chavchavadze Ave. 1, 0179 Tbilisi, Georgia
VAT number: 086419

("the co-ordinator"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Alexander Kvitashvili, Rector**

of the other part,

HAVE AGREED

For the purposes of the implementation of the agreement **Development and Introduction of Multilingual Teacher Education Programs at Universities of Georgia and Ukraine [DIMTEGU]** with the Education, Audiovisual and Culture Executive Agency,

The following:

1. The co-beneficiary grants power of attorney to the co-ordinator, to act in his name and for his account in signing the above-mentioned agreement and its possible subsequent riders with the Education, Audiovisual and Culture Executive Agency. Accordingly, the co-beneficiary hereby mandates the co-ordinator to take full legal responsibility for the implementation of such an agreement.
2. The co-beneficiary hereby confirms that he has taken careful note of and accepts all the provisions of the above agreement with the Education, Audiovisual and Culture Executive Agency, in particular all provisions affecting the co-beneficiary and the co-ordinator. In particular, he acknowledges that, by virtue of this mandate, the co-

¹ Leave blank if the co-beneficiary is a public-sector body

² Leave blank if the co-ordinator is a public-sector body



ordinator alone is entitled to receive funds from the European Union and distribute the amounts corresponding to the co-beneficiary's participation in the action.

3. The co-beneficiary hereby agrees to do everything in his power to help the co-ordinator to fulfil its obligations under the above agreement. In particular, the co-beneficiary hereby agrees to provide to the co-ordinator whatever documents or information may be required, as soon as possible after receiving the request from the co-ordinator.
4. The provisions of the above agreement, including this mandate, shall take precedence over any other agreement between the co-beneficiary and the co-ordinator which may have an effect on the implementation of the above agreement between the co-ordinator and the Education, Audiovisual and Culture Executive Agency.
5. A copy of this mandate shall be annexed to the above agreement and shall form an integral part of it.

SIGNATURES

For the co-beneficiary

I hereby confirm that we have read the whole application, including the financial details, and are aware of the specific role we will play in the project.

[Shalva/Tabatadze/Chairman]

I am legally authorised to represent the co-beneficiary

signature

Done at Tbilisi, Georgia, [20.02.2012]
OFFICIAL STAMP or SEAL of the
co-beneficiary

In triplicate in English

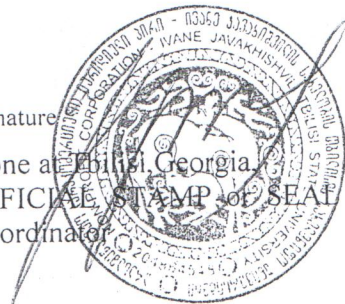


For the co-ordinator

[Alexander Kvitashvili, Rector

I am legally authorised to represent the co-ordinator

signature



Done at Tbilisi, Georgia, []
OFFICIAL STAMP or SEAL of the
co-ordinator

Annex III

Mandate

Republican Higher Educational Institution "Crimean University for the Humanities"
(Yalta) [CUH]

public institution¹

official registration No 25150918¹

2 Sevastopolskaya St.

Yalta, Autonomous Republic of the Crimea

98635 Ukraine

VAT number: 251509101129

("the co-beneficiary"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Olexandr Gluzman, Rector**

of the one part,

and

Ivane Javakhishvili Tbilisi State University [TSU]

[official legal form]²

[official registration No204864548]²

Ilia Chavchavadze Ave. 1, 0179 Tbilisi, Georgia

VAT number: 086419

("the co-ordinator"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Alexander Kvitashvili, Rector**

of the other part,

HAVE AGREED

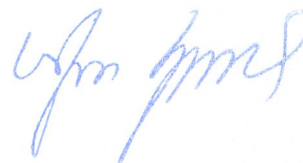
For the purposes of the implementation of the agreement **Development and Introduction of Multilingual Teacher Education Programs at Universities of Georgia and Ukraine [DIMTEGU]** with the Education, Audiovisual and Culture Executive Agency,

The following:

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2. The co-beneficiary hereby confirms that he has taken careful note of and accepts all the provisions of the above agreement with the Education, Audiovisual and Culture

¹ Leave blank if the co-beneficiary is a public-sector body

² Leave blank if the co-ordinator is a public-sector body



Executive Agency, in particular all provisions affecting the co-beneficiary and the co-ordinator. In particular, he acknowledges that, by virtue of this mandate, the co-ordinator alone is entitled to receive funds from the European Union and distribute the amounts corresponding to the co-beneficiary's participation in the action.

3. The co-beneficiary hereby agrees to do everything in his power to help the co-ordinator to fulfil its obligations under the above agreement. In particular, the co-beneficiary hereby agrees to provide to the co-ordinator whatever documents or information may be required, as soon as possible after receiving the request from the co-ordinator.
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5. A copy of this mandate shall be annexed to the above agreement and shall form an integral part of it.

SIGNATURES

For the co-beneficiary

For the co-ordinator

I hereby confirm that we have read the whole application, including the financial details, and are aware of the specific role we will play in the project.

Olexandr Gluzman, Rector

Alexander Kvitashvili, Rector

I am legally authorised to represent the co-beneficiary

I am legally authorised to represent the co-ordinator

signature

signature

Done at Yalta, Ukraine. 09-02-2012
OFFICIAL STAMP or SEAL of the co-beneficiary

Done at Tbilisi, Georgia []
OFFICIAL STAMP or SEAL of the co-ordinator

In triplicate in English

Ufm pms

Annex III

Mandate

Ilia State University [ISU]

State university¹

official registration No 25150918¹

3/5 Cholokashvili Ave., 0162, Tbilisi, Georgia

VAT number: 204861970

("the co-beneficiary"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Professor Gigi Tevzadze, Rector**

of the one part,

and

Ivane Javakhishvili Tbilisi State University [TSU]

[official legal form]²

[official registration No 204864548]²

Ilia Chavchavadze Ave. 1, 0179 Tbilisi, Georgia

VAT number: 086419

("the co-ordinator"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Alexander Kvitashvili, Rector**

of the other part,

HAVE AGREED

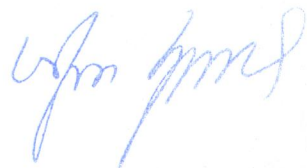
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² Leave blank if the co-ordinator is a public-sector body



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SIGNATURES

For the co-beneficiary

I hereby confirm that we have read the whole application, including the financial details, and are aware of the specific role we will play in the project.

Prof. Gigi Tevzadze, Rector

I am legally authorised to represent the co-beneficiary

signature

Done at Tbilisi, 14.02.2012

OFFICIAL STAMP or SEAL of the co-beneficiary

In triplicate in English

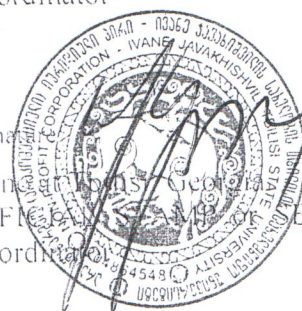
For the co-ordinator

Alexander Kvitashvili, Rector

I am legally authorised to represent the co-ordinator

signature

Done at Tbilisi, Georgia
OFFICIAL STAMP or SEAL of the co-ordinator



Handwritten signature in blue ink.

Annex III

Mandate

Ivan Franco National University of Lviv [IFNUL]

State University¹

official registration No 17701483¹

2 Sevastopolskaya St.

University str. 1, 79000, Lviv, Ukraine

VAT number: 020709813029

(“the co-beneficiary”), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Volodymyr Kyrylych, Vice-Rector**

of the one part,

and

Ivane Javakhishvili Tbilisi State University [TSU]

[official legal form]²

[official registration No204864548]²

Ilia Chavchavadze Ave. 1, 0179 Tbilisi, Georgia

VAT number: 086419

(“the co-ordinator”), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Alexander Kvitashvili, Rector**

of the other part,

HAVE AGREED

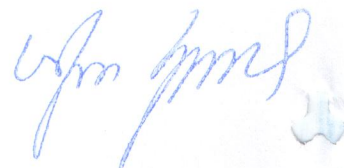
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² Leave blank if the co-ordinator is a public-sector body



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SIGNATURES

For the co-beneficiary

I hereby confirm that we have read the whole application, including the financial details, and are aware of the specific role we will play in the project.

Volodymyr Kyrylych - Vice-Rector

I am legally authorised to represent the co-beneficiary

signature

Done at Lviv, Ukraine

OFFICIAL STAMP or SEAL of the co-beneficiary

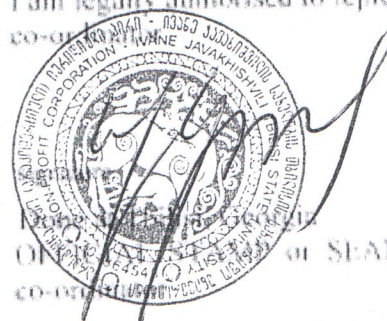
In triplicate in English



For the co-ordinator

Alexander Kvityashvili, Rector

I am legally authorised to represent the co-ordinator



OFFICIAL SEAL of the CO-ORDINATOR

Ufor pmr

Annex III

Mandate

Johann Wolfgang Goethe-Universität Frankfurt am Main

[official legal form]¹

[official registration No]¹

Senckenberganlage 31, 60325 Frankfurt am Main, Germany

VAT number: DE 114110511

("the co-beneficiary"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **[Mareike Schmitt, EU Liaison Officer]**

of the one part,

and

Ivane Javakhishvili Tbilisi State University [TSU]

[official legal form]²

[official registration No204864548]²

Ilia Chavchavadze Ave. 1, 0179 Tbilisi, Georgia

VAT number: 086419

("the co-ordinator"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Alexander Kvitashvili, Rector**

of the other part,

HAVE AGREED

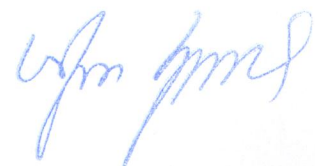
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² Leave blank if the co-ordinator is a public-sector body



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5. A copy of this mandate shall be annexed to the above agreement and shall form an integral part of it.

SIGNATURES

For the co-beneficiary

I hereby confirm that we have read the whole application, including the financial details, and are aware of the specific role we will play in the project.

Mareike Schmitt, EU Liaison Officer

I am legally authorised to represent the co-beneficiary



signature

Done at Frankfurt, Germany 20.02.2012

OFFICIAL STAMP or SEAL of the

co-beneficiary




JOHANN WOLFGANG GOETHE-UNIVERSITÄT
DER PRÄSIDENT
Senckenberganlage 31
D-60524 Frankfurt a. M.

In triplicate in English

For the co-ordinator

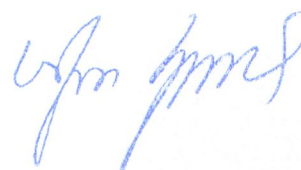
Alexander Kvitashvili, Rector

I am legally authorised to represent the co-ordinator



signature

Done at Tbilisi, Georgia
OFFICIAL STAMP or SEAL of the
co-ordinator



JPCR

Annex III

Mandate

[Oles Honchar Dnipropetrovsk National University] [DNU]

[official legal form]¹

official registration No ¹

[72, Gagarinna Av., Dnipropetrovsk, 49010, Ukraine]

VAT number: 02066747

("the co-beneficiary"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf [Mykola Poliakov, Rector of Oles Honchar Dnipropetrovsk National University]

of the one part,

and

Ivane Javakhishvili Tbilisi State University [TSU]

[official legal form]²

[official registration No204864548]²

Ilia Chavchavadze Ave. 1, 0179 Tbilisi, Georgia

VAT number: 086419

("the co-ordinator"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf Alexander Kvitashvili, Rector

of the other part,

HAVE AGREED

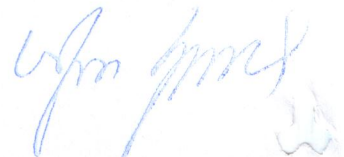
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SIGNATURES

For the co-beneficiary

I hereby confirm that we have read the whole application, including the financial details, and are aware of the specific role we will play in the project.

**Mykola Poliakov, Rector of Oles Honchar
Dnipropetrovsk National University**

I am legally authorised to represent the
co-beneficiary

signature

Done at Dnipropetrovsk, Ukraine
OFFICIAL STAMP or SEAL of the
co-beneficiary



In triplicate in English

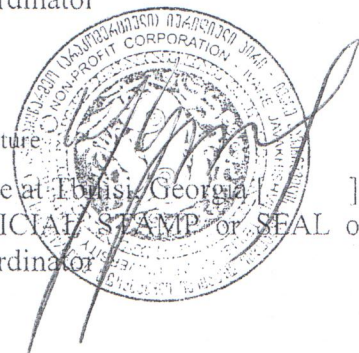
For the co-ordinator

Alexander Kvitashvili, Rector

I am legally authorised to represent the
co-ordinator

signature

Done at Tbilisi, Georgia
OFFICIAL STAMP or SEAL of the
co-ordinator



Handwritten signature in blue ink.

Annex III

Mandate

Pädagogische Hochschule Freiburg (PH-FR)

[official legal form]¹
official registration No ¹

Kunzenweg 21

79117 Freiburg

Germany

VAT number: DE 811374611

("the co-beneficiary"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf

Prof.Dr. Ulrich Druwe, rector

of the one part,

and

Ivane Javakhishvili Tbilisi State University [TSU]

[official legal form]²
[official registration No204864548]²

Ilia Chavchavadze Ave. 1, 0179 Tbilisi, Georgia

VAT number: 086419

("the co-ordinator"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Alexander Kvitashvili, Rector**

of the other part,

HAVE AGREED

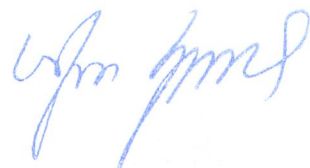
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¹ Leave blank if the co-beneficiary is a public-sector body

² Leave blank if the co-ordinator is a public-sector body



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SIGNATURES

For the co-beneficiary

For the co-ordinator

I hereby confirm that we have read the whole application, including the financial details, and are aware of the specific role we will play in the project.

Prof. Dr. Ulrich Druwe, rector

Alexander Kvitashvili, Rector

I am legally authorised to represent the co-beneficiary

I am legally authorised to represent the co-ordinator

signature

signature

Done at Freiburg
OFFICIAL STAMP or SEAL of the
co-beneficiary

Done at Tbilisi, Georgia
OFFICIAL STAMP or SEAL of the
co-ordinator

In triplicate in English

Annex III

Mandate

University of Latvia [LU]

[official registration No 3341000218]¹

19 Raina Blvd., LV 1586, Riga Latvia

VAT number: LV 90000076669

("the co-beneficiary"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Andris Kangro, Vice-Rector**

of the one part,

and

Ivane Javakhishvili Tbilisi State University [TSU]

[official legal form]²

[official registration No204864548]²

Ilia Chavchavadze Ave. 1, 0179 Tbilisi, Georgia

VAT number: 086419

("the co-ordinator"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Alexander Kvitashvili, Rector**

of the other part,

HAVE AGREED

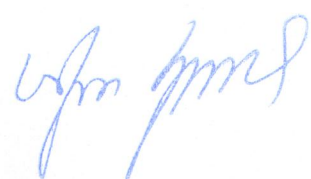
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SIGNATURES

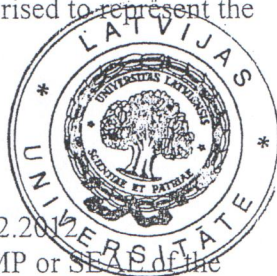
For the co-beneficiary

I hereby confirm that we have read the whole application, including the financial details, and are aware of the specific role we will play in the project.

Andris Kangro, Vice-Rector

I am legally authorised to represent the co-beneficiary

signature



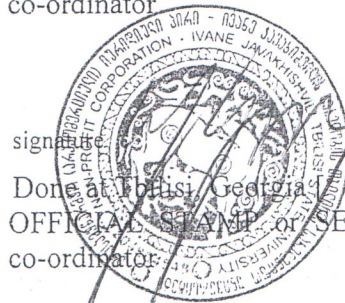
Done at Riga, 6.02.2016
OFFICIAL STAMP or SEAL of the co-beneficiary

For the co-ordinator

Alexander Kvitashvili, Rector

I am legally authorised to represent the co-ordinator

signature



Done at Tbilisi, Georgia
OFFICIAL STAMP or SEAL of the co-ordinator

In triplicate in English

Handwritten signature in blue ink.

Annex III

Mandate

Vilnius University[VU]

Higher Education Institution (public institution)¹

official registration No 211950810¹

3 Universiteto St. LT-01513, Vilnius, Lithuania

VAT number: LT119509119

("the co-beneficiary"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Prof. habil. dr. Benedictas Juodka, Rector**

of the one part,

and

Ivane Javakhishvili Tbilisi State University [TSU]

[official legal form]²

[official registration No204864548]²

Ilia Chavchavadze Ave. 1, 0179 Tbilisi, Georgia

VAT number: 086419

("the co-ordinator"), represented for the purposes of signature of this mandate, by the legal representative authorised to act on its behalf **Alexander Kvitashvili, Rector**

of the other part,

HAVE AGREED

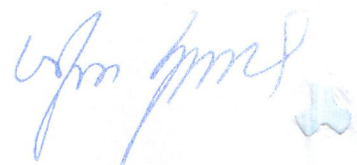
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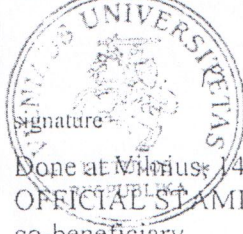
SIGNATURES

For the co-beneficiary

I hereby confirm that we have read the whole application, including the financial details, and are aware of the specific role we will play in the project.

Prof. habil.dr. Benediktas Juodka, Rector

I am legally authorised to represent the co-beneficiary



Done at Vilnius, 14.02.2012

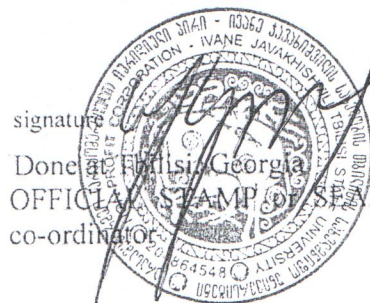
OFFICIAL STAMP or SEAL of the co-beneficiary

In triplicate in English

For the co-ordinator

Alexander Kvitashvili, Rector

I am legally authorised to represent the co-ordinator



Done at Tbilisi, Georgia

OFFICIAL STAMP or SEAL of the co-ordinator



ANNEX IV

Technical implementation reports and financial statements to be submitted

The implementation reports, summary reports for publication, financial statements and other documents must be submitted by the beneficiary in the language of the grant agreement in accordance with the templates, the instructions and guidelines for the use of the grant provided on the Tempus website:

http://eacea.ec.europa.eu/tempus/beneficiaries/beneficiaries_tempus4_en.php

Reports and Pre-financing		Deadlines
Intermediate Report:	<ul style="list-style-type: none">• Report on implementation of the project (IR)• summary report for publication• statement of the costs incurred and request for payment	when 70% of the 1st pre-financing has been disbursed and not later than half way through the eligibility period
Final Report:	<ul style="list-style-type: none">• final report on implementation of the project (FR)• summary report for publication• financial statement and request for payment, including the financial tables for each budget heading• for grants of EUR 750 000 or more, by an external audit report on the action's financial statements and underlying accounts	two months after the end of the eligibility period

Supporting documents (copies, not originals) to be submitted with the Final Report include:

- Invoices related to purchase of equipment where the cost exceeds EUR 25.000
- Invoices and contracts related to subcontractors (Other Costs) whether academic or administrative (individuals, companies) if the cost exceeds EUR 25.000

ANNEX V
List of co-beneficiaries



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ANNEX V - List of co-beneficiaries

530360-TEMPUS-1-2012-1-GE-TEMPUS-JPCR

Co-beneficiary Institutions	City	Country
Akhalkalaki Higher Educational Institution College	Akhalkalaki	GE
Akhaltshikhe State Educational University	Akhaltshikhe	GE
Center for Civil Integration and Inter-Ethnic Relations	Tbilisi	GE
Crimean University for the Humanities	Yalta	UA
Ilia State University	Tbilisi	GE
Ivan Franko National University of Lviv, Ukraine	Lviv	UA
Johann Wolfgang Goethe-Universität Frankfurt	Frankfurt	DE
Oles Honchar Dnipropetrovsk National University	Dnipropetrovsk	UA
Pädagogische Hochschule Freiburg	Freiburg	DE
University of Latvia	Riga	LV
Vilnius University	Vilnius	LT
Co-ordinator	City	Country
Ivane Javakhishvili Tbilisi State University	Tbilisi	GE

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