

## **PARTNERSHIP AGREEMENT**

*(the 'Agreement')*

COSPE – Cooperazione per lo Sviluppo dei Paesi Emergenti Onlus,  
Address: 10 Via Slataper, 50134 Firenze, Italy,  
represented by: Mrs Francesca Pieraccini as General Director  
*(Hereinafter referred to as 'COSPE')*

of the one part,

And

IMPACT HUB Association  
Address: Lindengasse 56/18-19, 1070 Vienna (Austria)  
Represented by: Alfredo Jaime Villalonga, as Chairperson of the Board  
*(Hereinafter referred to as 'IMPACT HUB')*

of the other part,

*(the 'Parties')*

within the Project: **"InclusiveNISSA': reinforcement of the social and economic role of women through the promotion of their financial inclusion"**  
*(hereinafter referred to as "the Project")*

regulated by the Grant Contract Ref: NDICI-GEO-NEAR/2023/450-77, signed with the European Commission on the 21st of December 2023,  
*(hereinafter referred to as "the Grant Contract")*,

financed by the European Commission, DG Neighbourhood and Enlargement Negotiations, NEAR B2 (Regional Cooperation Neighbourhood South, Economic Investment plan)  
*(hereinafter referred to as "the Contracting Authority")*

have agreed as follows:

### **SECTION 1 – OBJECTIVES AND SCOPE OF THE PARTNERSHIP AGREEMENT**

#### **1.1 OBJECTIVE OF THE AGREEMENT**

Through this Agreement, COSPE and IMPACT HUB commit to jointly implement the Project *"InclusiveNISSA': reinforcement of the social and economic role of women through the promotion of their financial inclusion"*, Grant Contract Ref: NDICI-GEO-NEAR/2023/450-7, described in Annex I to the Grant Contract.

The Agreement identifies the main responsibilities of each Party in ensuring a proper, effective and efficient Project management, in accordance with the EU regulations on the matter and the Grant Contract signed between COSPE and the Contracting Authority.

The Grant Contract and all its annexes, including the Description of the Action (Annex I to the Grant Contract), the Logframe (Annex Ia to the Grant Contract), the General Conditions (Annex II to the Grant Contract), the Budget (Annex III to the Grant Contract), contract award rules (Annex IV), constitute an integral part of this Agreement.

## 1.2 SPIRIT OF COOPERATION AND SCOPE OF THE AGREEMENT

In signing the present Agreement, the Parties acknowledge the respective experiences and express their intention to work in partnership, ensuring a continuous sharing of Project elements and a direct involvement in the implementation of planned activities.

This document reflects COSPE's and IMPACT HUB commitment towards the values of mutual respect, transparency, mutual trust, honesty, willingness to mutual learning and valorisation of respective diversities, as guiding principles in the implementation of the Project.

In order to make the partnership effective and transparent, the Parties reaffirm their will to exchange and learn from each other and encourage the sharing of experiences, knowledge and learning opportunities.

For this purpose, the Parties commit to:

- I. regularly exchange relevant information related to the implementation of the Project,
- II. inform each other about contacts with other Project partners and about existing relevant issues and concerns related to the Project performance,
- III. ensure equal representation to all the partners within the consortium and ensure that no unilateral decision will be taken by any organization in the framework of the Project.

Finally, through this Agreement, the Parties confirm their engagement towards the fulfilment of Project's objectives, as thoroughly described in the approved Project proposal (Annex I) and briefly reported below.

<b>Impact (Overall objective)</b>		
Women in the Southern Neighbourhood space strengthen their empowerment and their role as social and economic actors		
<b>Outcome (Specific objective)</b>		
Women living in rural and marginalized areas of the Southern Neighbourhood Countries use gender-sensitive financial and non-financial tools to boost their economic activities		
<b>Output 1</b>	<b>Output 2</b>	<b>Output 3</b>
The Financial Institutions in the target countries offer appropriate gender-sensitive tools and services for women in marginalized areas	Women living in rural and marginalized areas of the targeted countries increase their capacities to use financial and non-financial tools to develop their economic activities	Local, national and regional stakeholders promote an enabling environment for women socio-economic empowerment and inclusion
<b>Activities for Output 1</b>	<b>Activities for Output 2</b>	<b>Activities for Output 3</b>
A1.1 Country-specific baseline assessment on women's financial inclusion	A2.1 Participatory Agendas realized by women on women's financial inclusion	A3.1 Creation of a regional information hub on women's financial inclusion
A1.2 Training and capacity building for financial institutions	A2.2 Technical and soft skills training for women living in rural and marginalized areas of the targeted countries	A3.2 Advocacy campaign at local and international level on women's financial inclusion and women economic empowerment
A1.3 Financial support to no-profit FIs to pilot innovative tools for women financial inclusion	A2.3 Coaching, mentoring and tutoring on business plan development for the economic activities of the targeted women	A3.3 Awareness campaign
A1.4 Tutoring and coaching of the piloted initiatives	A2.4 Financial support to BSOs and women associations and groups to implement pilot actions on the basis of the agendas, fostering women's financial inclusion and economic empowerment	A3.4 Regional conference on women's financial inclusion and women socio-economic empowerment

## 1.3 IMPLEMENTATION PERIOD OF THE ACTION

This Agreement shall enter into force on the date when the second of the two Parties signs it.

**The implementation of the Project starts on the 1<sup>st</sup> of February 2024.**

The implementation period of the Project is **40 months**.

The execution period of this Agreement shall end when IMPACT HUB has discharged in full its obligations toward COSPE according to this Agreement and when the Parties and the other co-applicants of the Project have discharged in full their obligations toward the Contracting Authority according to the Grant Contract (Annex A).

The provisions relating to Access Rights, Confidentiality, Liability, Applicable law and Settlement of disputes shall survive the expiration or termination of this Partnership Agreement as agreed in respective clauses.

Termination shall not affect any rights or obligations of a Party leaving the partnership incurred prior to the date of termination. This includes the obligation to provide all inputs, deliverables and documents for the period of its participation.

## **SECTION 2 – MANAGEMENT OF THE PROJECT**

Both Parties commit to **respect the general and specific conditions laid down by the donor** in the Grant Contract.

**A shared management structure detailing roles and responsibilities of Project partners**, each one within the scope of their respective roles and responsibilities, as reported in the Annex I, **will ensure the effective implementation of Project**, as described in the following articles of the present Agreement.

### **2.1 ROLE AND FUNCTIONS OF COSPE**

The Parties commit to implement the Project according to the criteria of equity and transparency, through a joint management and shared procedures oriented to guarantee the accomplishment of the expected results and objectives. The Agreement lays down **rules for the Project partners** as a framework for the implementation of planned activities, as described in detail in the Project document approved by the EU (Annex I to the Grant Contract).

As coordinator, **COSPE** is responsible for the overall coordination, management and implementation of the Project and agrees to undertake the following functions and responsibilities:

- a) coordination and supervision of the Project (general management of activities and administration), in collaboration with the network of co-applicants;
- b) implementation of planned field activities and actions, in collaboration with co-applicants and the Project staff, as detailed in the Description of the Action (Annex I);
- c) institutional representation of the Project and official communications with the EU;
- d) selection and recruitment of Project staff under its direct responsibility and overall supervision of assigned activities, as per Annex I and budget allocated to COSPE;
- e) coordination of the activities in charge of COSPE, as per Annex I
- f) provision of technical support to the activities, as per Annex I
- g) participation in the activities specified in the Annex I
- h) overall communication and visibility of the Project;
- i) monitoring and evaluation of the Project progresses, in cooperation with the other partners;
- j) overall financial and administrative responsibility of the Project, including transferring to co-applicants the respective share of the EU contribution (article 2.6), Project technical and financial oversight, elaboration and submission to the EU of narrative and financial reports, based on the information provided by all co-applicants (as specified in article 2.10);
- k) development and implementation of the co-financing strategy of the Project, for the share under its direct responsibility.

### **2.2. ROLE AND FUNCTIONS OF IMPACT HUB**

As partner of the Grant Contract, IMPACT HUB is responsible for carrying out the specific Project activities and the administrative rules and procedures for the correct, proper and uniform management of the Project, according to the Grant Contract and the Project documents and agrees to undertake the following functions and responsibilities within the Project:

- a) selection and recruitment of Project staff under its direct responsibility (as per Annex I and budget allocated to IMPACT HUB) and overall supervision of assigned activities;
- b) coordination and implementation of the activities in charge of IMPACT HUB, as detailed in the Description of the Action (Annex I) and per budget allocated to IMPACT HUB;
- c) participation in the activities specified in the Annex I;
- d) participation in the development and implementation of the communication and visibility strategy of the Project;
- e) monitoring and evaluation of the Project progress in cooperation with COSPE;
- f) sound financial management of the funds under its direct management, by using an appropriate accounting and double-entry bookkeeping system through which expenditures and receipts relating to the Project are easily identifiable and verifiable;
- g) development and implementation of the co-financing strategy of the Project, for the share of budget under its direct responsibility;
- h) consistent application of the Project financial guidelines (Annex C);
- i) submission of both financial and narrative reports and related supporting documents to COSPE, as detailed in article 2.10;
- j) reacting promptly to any request of COSPE, the Auditor or the Contracting Authority.

IMPACT HUB will share with COSPE the responsibility in ensuring the success, sustainability and effectiveness of the Project, with a view to achieving the expected results, as described in the Project document and its annexes.

### 2.3. RELATION WITH THIRD-PARTIES

COSPE is responsible for the overall communications with the EU regarding the Project.

COSPE and IMPACT HUB adopt a collaborative spirit when engaging with local authorities and other institutional actors.

Each Party shall be solely liable for any loss, damage or injury to third parties resulting from the performance of the said Party's obligations under this Partnership Agreement.

In case of cooperation with third parties, including subcontractors, the Party concerned shall remain the sole responsible Party for all its obligations under this Partnership Agreement.

The Parties don't have the right to transfer their rights and obligations to third parties under this Partnership Agreement.

Any subcontracts with third parties shall be concluded according to the EU procurement rules.

Subcontracting among co-applicants of the Project is not allowed.

### 2.4. OPERATIONAL MANAGEMENT OF THE PROJECT

To ensure the setup of internal procedures for monitoring and evaluation, in compliance with the directions set in the Project document, COSPE, IMPACT HUB and the other co-applicants contribute to the establishment of the operational management structure of the Project.

The **Steering Committee (SC)**, will be responsible for planning, guiding, evaluating and, when appropriate, verify and adjust the Project plan, as per Terms of Reference and rules validated by the partners of the Projects. Working language of the SC will be English.

The **Project Team**, composed by the Project Manager and the other staff, as per Human Resources defined in the budget of Project, will ensure the detailed planning, operational management and methodological consistency of Project activities. Working language of the Project Team will be English. The Project Team may decide to organise its work in sub-groups for thematic matters.

### 2.5. BUDGET

**2.5.1.** The total eligible costs of the Project are estimated to 2.789.284,00 EUR as detailed in Annex III to the Grant Contract. The Parties commit themselves to the respect of the rules of eligibility contained in the Annex II to the Grant Contract.

As per Grant Contract the maximum grant from the EU amounts to 2.500.000,00 EUR (89,63% of eligible costs). The remaining amount, 289.284,00 EUR, shall be covered by applicant and co-applicants' co-financing.

EU will disburse the contribution according to the following schedule and subject to the provisions set in the General Conditions (Annex II): initial and further pre-financing payment up to maximum 2.250.000,00 EUR and final balance of 250.000,00 EUR, subject to the provisions set in the General Conditions (Annex II).

**2.5.2.** The **total eligible costs** of IMPACT HUB are estimated at **EUR 249.034,50**, including indirect costs for an amount of EUR 16.834,50.

The **detailed budget** assigned to IMPACT HUB is reported in Annex B. Any **amendment of the budget** shall be performed under **prior approval of COSPE**.

The **maximum amount of EU contribution** to be paid by COSPE in favor of IMPACT HUB amounts to **EUR 224.131,05**, equivalent to the **90% of the assigned budget**.

The **final amount of the EU contribution** shall be determined in accordance with Articles 14 and 17 of Annex II to the Grant Contract.

If the **eligible costs** of the Project at the end of the Project are less than the estimated eligible costs as referred to in Article 2.5.1, the grant (= EU contribution) shall be limited to the amount obtained by applying the percentage of 90% to the eligible costs of the Project approved by the Contracting Authority. IMPACT HUB undertakes to **co-finance** the part of its budget, up to an amount of **EUR 24.903,45**, **equivalent to the 10% of the assigned budget**.

Any contributions in kind do not represent actual expenditure and are not eligible costs. Contributions in kind may not be treated as co-financing by Parties, as well.

IMPACT HUB <b>Total eligible costs</b> EUR 249.034,50 100%	IMPACT HUB <b>maximum EU contribution</b> EUR 224.131,05 90%	IMPACT HUB <b>co-financing</b> EUR 24.903,45 10%
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If, during the expenditure verification or following an on-site verification by the Contracting Authority, also after the Project has been completed and reported, all expenses borne by IMPACT HUB or a part of them are deemed non eligible, the corresponding amount will be deducted from further payments or claimed back by COSPE. In the latter case, IMPACT HUB must return the amount to COSPE within 30 days from the written notification.

## 2.6. PAYMENTS ARRANGEMENTS AND SCHEDULE

Subject to receipt of funding by the Contracting Authority, COSPE will transfer the funds to IMPACT HUB, up to the 90% of the budget assigned corresponding to the EU contribution share, to the following bank account:

**Bank account holder:** Impact Hub Association - Verein zur Förderung sozialer Innovationen  
**Bank name:** Erste Bank der oesterreichischen Sparkasse AG  
**Bank Address:** STREET & NUMBER: AM Belvedere 1; POSTCODE: 1100; Vienna, Austria  
**Bank Account number:** 29519754104  
**Bank account code:** BLZ 20111  
**IBAN:** AT422011129519754104  
**BIC / Swift code:** GIBAATWWXXX

Any modifications of the bank account details shall be timely notified in written to COSPE. As laid down in article 2.5, IMPACT HUB, according to the estimated budget, is entitled to claim a total of maximum **EUR 224.131,05** as EU contribution.

Disbursements by COSPE to IMPACT HUB will be made according to the following provisions:

<b>Maximum EU funding claimable: 224.131,05 EUR</b>		
<b>First pre-financing payment</b>	<b>Total of further pre-financing payments</b>	<b>Balance 10%</b>
<p><b>€ 10.135,13</b></p> <p>Corresponding to 50% of the EU contribution share for the period 01/02/2024-31/01/2025 – YEAR1</p>	<p><b>€ 191.582,82</b></p> <p>Payment breakdown to be detailed based on 3-month action plans provided that the below conditions are fulfilled. Any expense eventually declared as ineligible by external auditor and/or the EU for year 1 and 2 reports, will be deducted from the amount due as further pre-financing</p>	<p><b>€ 22.413,11</b></p> <p>10% of the EU contribution, maximum claimable amount The final disbursement:</p> <ul style="list-style-type: none"> <li>- will be calculated taking into account actual expenses reported as EU contribution deducted by the previous payments done</li> <li>- will be reduced by any disallowances resulting during year 3 audit and EU checks</li> </ul>
<p><b>Conditions</b></p> <p>a) Transfer of the corresponding funds from EU to COSPE</p> <p>b) Signing of the Partnership Agreement by both Parties</p>	<p><b>Conditions</b></p> <p>a. Complete and correct submission, from IMPACT HUB to COSPE, of narrative and financial reports, including also the forecast for the following reporting period as per schedule and modalities set in Article 2.10</p> <p>b. Evidence, from the financial reports submitted, that the part of expenditures actually incurred financed by the Contracting Authority amount to at least 70% of the last payment and 100% of the previous ones</p> <p>c. Transfer, from EU to COSPE, of the further pre-financing</p> <p>d. Submission of a payment request to COSPE (Annex D)</p>	<p><b>Conditions</b></p> <p>a. Complete and correct submission of the final narrative and financial final report as per schedule set in Article 2.10.</p> <p>b. Final Report approval by EU and payment of the balance to COSPE</p> <p>c. Submission of a payment request to COSPE (Annex D)</p>
<p><b>Deadline</b></p> <p>Within 10 working days of conditions fulfilled</p>	<p><b>Deadline</b></p> <p>Within 20 calendar days of conditions fulfilled</p>	<p><b>Deadline</b></p> <p>Within 20 calendar days of conditions fulfilled</p>

The transfer of funds is closely linked to the respect of this Agreement.

Changes to the table above could be agreed by Parties in case of changes in Project duration and budget.

## 2.7. VERIFICATION OF THE EXPENDITURES

COSPE shall contract an Audit Company to conduct the verification of the expenditures provided for in the Grant Contract. The requirements of the Grant Contract will be extended to all Project partners, regardless of the amount awarded. All financial reports shall be verified.

The Auditor's report on expenditure verification is annexed to any request for payment to the EU, except for the initial pre-financing payment.

The information concerning the actuality and validity of actions and expenses eligible for funding provided by each Project partner shall entail only its responsibility.

The Parties take all the necessary arrangements to ensure that the verification will be properly carried out and to provide the Auditor with any requested information on the Project, giving access to accounting books, supporting documents and other documentation related to the Project.

IMPACT HUB shall allow verifications to be carried out by the European Commission, the European Anti-Fraud Office, the European Public Prosecutor's Office, the European Court of Auditors and any external auditor authorised by the Contracting Authority. The Parties have to take all steps to facilitate their work.

## **2.8. BUDGET MODIFICATION**

Any modification in the use of budget must be subject to prior discussion with and approval by COSPE even if the modification is oriented to save resources on specific budget lines.

All relevant modifications to Project activities, results, objectives and budget must entail a written official communication and a request for authorization to the EU, according to Art. 9 of the Annex II to the Grant Contract. Additional documents might be requested to justify the modifications. The Parties are not allowed to implement relevant modifications before receiving approval by the Contracting Authority.

## **2.9. PROJECT STAFF**

IMPACT HUB commits to recruit and appoint its staff (team members, trainers, facilitators, consultants, experts, etc...), in accordance with its Internal Policy and the legislation of its Country. The cost of staff assigned to the action, corresponding to actual gross salaries including social security charges and other remuneration-related costs (excluded bonuses, which are never eligible) shall not exceed those normally borne by IMPACT HUB and shall not exceed the resources available as salaries in IMPACT HUB budget of the Project, if not previously agreed with COSPE.

IMPACT HUB's staff will be mainly based in Austria.

## **2.10. NARRATIVE AND FINANCIAL REPORTS**

COSPE shall provide the Contracting Authority with all required information on the implementation of the Project. The reports shall describe the implementation of the Project according to the activities envisaged, difficulties encountered, and measures taken to overcome problems, eventual changes introduced, as well as the degree of achievement of its results (impact, outcomes or outputs) as measured by corresponding indicators.

The report shall be laid out in a way to allow monitoring of the objective(s), the means envisaged or employed and the relevant budget details. The level of detail in any report should match with the description and the budget of the Project.

COSPE shall collect all the necessary information and draw up consolidated interim and final reports. IMPACT HUB shall provide all the required information in order to allow COSPE to fulfil the EU requirements.

Internal reports will be drafted by each partner to COSPE every three months, based on implementation and financial progress of the activities, according to the terms and conditions established by the EU.

**Narrative reports** must include the following information/documents:

- a full description of all aspects of the Project's implementation for the period covered;
- the current results, by an updated table based on the Logical Framework matrix including the results achieved (impact, outcomes and outputs) as measured by their corresponding indicators, agreed baselines and targets, and relevant sources of verification;
- attendance sheets (including the name of all the participants), reports for each training and/or event/awareness raising initiative implemented, communication and visibility material;
- Other relevant reports and documents, as required.

**Each intermediate financial reports** must include the following information/documents:

- Financial reporting template filled in with details on costs actually incurred in the reporting period, including also the number of units and the average of the unit value for each budget line;
- the justification for each variance to the budget, in accordance with Art. 9.4 of the Annex II to the Grant Contract;

- the forecast per each budget line for the following reporting period;
- the supporting documents for each of the expenses recorded in the financial reporting template as per instruction provided in the Guidelines for financial management and reporting (Annex C), required for complying with the expenditure verification by an external Auditor;
- all the declarations included in Annex C shall be submitted.

With regard to the **final financial report**, IMPACT HUB shall also submit:

- the source of funding;
- proofs of the transfer of ownership of the equipment, vehicles and supplies as referred to in Article 7.6 of the Annex II to the Grant Contract.

#### GENERAL REPORTING TIMETABLE

Report	Period covered	Documents to be submitted	Deadline
1 <sup>st</sup> Financial report to COSPE	01/02/2024 – 31/07/2024	<ul style="list-style-type: none"> <li>● Financial Reporting Template filled in with actual costs and forecast</li> <li>● Supporting Documents</li> </ul>	By 30 calendar days after end of reported period
2 <sup>nd</sup> Financial report to COSPE	01/08/2024 – 31/10/2024	<ul style="list-style-type: none"> <li>● Financial Reporting Template filled in with actual costs and forecast</li> <li>● Supporting Documents</li> </ul>	By 30 calendar days after end of reported period
3 <sup>rd</sup> Financial report to COSPE	01/11/2024 – 31/01/2025	<ul style="list-style-type: none"> <li>● Financial Reporting Template filled in with actual costs and forecast</li> <li>● Supporting Documents</li> <li>● End of the 1st reporting period declarations as detailed in Annex C</li> </ul>	By 30 calendar days after end of reported period
1 <sup>st</sup> intermediate report from COSPE to EU	01/02/2024 – 31/01/2025	<ul style="list-style-type: none"> <li>● Financial Report as per Annex VI to the Grant Contract</li> <li>● Audit report</li> <li>● Request of payment (if reached at least 70% of the initial pre-financing)</li> </ul>	By 60 calendar days after the end of the first year
4 <sup>th</sup> Financial report to COSPE	01/02/2025 – 30/04/2025	<ul style="list-style-type: none"> <li>● Financial Reporting Template filled in with actual costs and forecast</li> <li>● Supporting Documents</li> </ul>	By 30 calendar days after end of reported period
5 <sup>th</sup> Financial report to COSPE	01/05/2025 – 31/07/2025	<ul style="list-style-type: none"> <li>● Financial Reporting Template filled in with actual costs and forecast</li> <li>● Supporting Documents</li> </ul>	By 30 calendar days after end of reported period
6 <sup>th</sup> Financial report to COSPE	01/08/2025 – 31/10/2025	<ul style="list-style-type: none"> <li>● Financial Reporting Template filled in with actual costs and forecast</li> <li>● Supporting Documents</li> </ul>	By 30 calendar days after end of reported period
7 <sup>th</sup> Financial report to COSPE	01/11/2025 – 31/01/2026	<ul style="list-style-type: none"> <li>● Financial Reporting Template filled in with actual costs and forecast</li> <li>● Supporting Documents</li> <li>● End of the 1st reporting period declarations as detailed in Annex C</li> </ul>	By 30 calendar days after end of reported period
2 <sup>nd</sup> intermediate report from COSPE to EU	01/02/2025 – 31/01/2026	<ul style="list-style-type: none"> <li>● Financial Report as per Annex VI to the Grant Contract</li> <li>● Audit report</li> <li>● Request of payment (if reached at least 70% of the initial pre-financing)</li> </ul>	By 60 calendar days after the end of the first year
8 <sup>th</sup> Financial update to COSPE	01/02/2026 – 30/04/2026	<ul style="list-style-type: none"> <li>● Financial Reporting Template filled in with actual costs and forecast</li> <li>● Supporting Documents</li> </ul>	By 30 calendar days after end of reported period
9 <sup>th</sup> Financial update to COSPE	01/05/2026 – 31/07/2026	<ul style="list-style-type: none"> <li>● Financial Reporting Template filled in with actual costs and forecast</li> <li>● Supporting Documents</li> </ul>	By 30 calendar days after end of reported period



Report	Period covered	Documents to be submitted	Deadline
10 <sup>th</sup> Financial update to COSPE	01/08/2026 – 31/10/2026	<ul style="list-style-type: none"> <li>● Financial Reporting Template filled in with actual costs and forecast</li> <li>● Supporting Documents</li> </ul>	By 30 calendar days after end of reported period
11 <sup>th</sup> Financial report to COSPE	01/11/2026 – 31/01/2027	<ul style="list-style-type: none"> <li>● Financial Reporting Template filled in with actual costs and forecast</li> <li>● Supporting Documents</li> </ul>	By 30 calendar days after end of reported period
12 <sup>th</sup> Financial report to COSPE	01/02/2027 – 31/05/2027	<ul style="list-style-type: none"> <li>● Financial Reporting Template filled in with actual costs and forecast</li> <li>● Supporting Documents</li> </ul>	By 30 calendar days after end of reported period
Final report from COSPE to EU	01/02/2026 – 31/05/2027	<ul style="list-style-type: none"> <li>● Financial report and annexes</li> <li>● Audit report as per Annex VII to the grant contract</li> <li>● Request of payment of balance</li> <li>● proofs of the transfer of ownership</li> </ul>	By 6 months after the end of the first year

In case of no cost extension, the reporting schedule to the EU may change. If the Project duration will be over 42 months, an additional intermediate report will be necessary.

Expenses must be reported in the actual payment currency. The exchange rate to be applied is the monthly InforEuro exchange rate, according to the month in which each cost is paid. The InforEuro exchange rates are available on the following website: [https://commission.europa.eu/funding-tenders/procedures-guidelines-tenders/information-contractors-and-beneficiaries/exchange-rate-inforeuro\\_it](https://commission.europa.eu/funding-tenders/procedures-guidelines-tenders/information-contractors-and-beneficiaries/exchange-rate-inforeuro_it).

IMPACT HUB should be responsible to provide COSPE with any clarification and integration requested by the Contracting Authority, the Audit company and COSPE, observing the deadlines that will be notified.

## 2.11. PROCUREMENT PROCEDURES FOR GOODS, SERVICES AND SUPPLIES

All procedures for procurement or purchase of goods, services and works and the call for proposals for the award of financial support to third parties must be in compliance with the general terms of the donor (PRAG2021). Stricter procedures might be applied, if required by national regulations or internal policies of IMPACT HUB, but in any case, they shall be consistent with the terms laid down by the Contracting Authority.

IMPACT HUB must proceed with purchases after an evaluation of the offers or the proposals, by ensuring compliance with the principles of quality, economy and efficiency and will be responsible for filing tax exemption requests.

All eligible expenses are taxes and/or VAT exempt, whether the organization is exempt or entitled to taxes and/or VAT reimbursement. In case of non-recoverable taxes and/or VAT, in order to ensure eligibility of that cost, it will be necessary to provide proof that taxes and/or VAT that have been paid cannot actually be reclaimed.

## 2.12. PROPERTY AND MANAGEMENT OF GOODS AND EQUIPMENT AND INTELLECTUAL PROPERTY

Equipment and supplies paid by the Project budget must be used only for the Project activities. Their property remains with the Parties for the duration of the Project. At the end of the Project, all purchased equipment and supplies will be subject to a **transfer of ownership** to final beneficiaries in accordance with Art. 7.5 of the Annex II to the Grant Contract.

Each Party is responsible for proper management of the material resources of the Project.

The ownership of, and title and intellectual and industrial property rights to, the Project results, reports and other documents relating to it will be vested in the Parties and beneficiaries.

The Parties commit to respecting the confidentiality of strategic Project information and to not using Project materials and documents for personal purposes.

### **2.13. INFORMATION, COMMUNICATION AND SENSITIZATION ACTIVITIES**

In accordance with the Grant Application Form, the Parties undertake to define an information and communication strategy for the Project in order to ensure the visibility of Project activities results, both towards its final beneficiaries and towards the general public. They shall ensure a proper and up-to-date information and appropriate visibility measures, in accordance with latest Communication and Visibility Requirements for EU-funded external action, laid down and published by the European Commission here: [https://international-partnerships.ec.europa.eu/knowledge-hub/communicating-and-raising-eu-visibility-guidance-external-actions\\_en](https://international-partnerships.ec.europa.eu/knowledge-hub/communicating-and-raising-eu-visibility-guidance-external-actions_en)

Without prejudice to paragraph 2.12, the Parties grant the Contracting Authority the right to use freely and as it sees fit, and in particular, to store, modify, translate, display, reproduce by any technical procedure, publish or communicate by any medium all documents deriving from the Project, whatever their form, provided it does not thereby breach existing industrial and intellectual property rights. The Parties shall ensure that they have all rights to use any pre-existing intellectual property rights necessary to implement this Agreement.

In case natural, recognizable persons are depicted in a photograph or film produced for the Project implementation, COSPE shall, in the final report to the Contracting Authority, submit a statement of these persons, giving their permissions for the use of their images. IMPACT HUB shall submit a statement to COSPE for the materials under its responsibility. The above does not refer to photographs taken or films shot in public places where random persons are identifiable only hypothetically, and to public persons operating in their public activities.

### **2.14. EXTENSION AND SUSPENSION**

#### **2.14.1 Extension**

COSPE, in accordance with the other co-applicants, shall inform the Contracting Authority without delay of any circumstances likely to hamper or delay the implementation of the Project. COSPE may request an extension of the Project implementation period in accordance with Article 9 of the Annex II to the Grant Contract. The request shall be accompanied by all the supporting evidences needed for its appraisal.

COSPE shall promptly inform IMPACT HUB if the extension has been or not been validated by the Contracting Authority.

#### **2.14.2 Suspension by IMPACT HUB**

One of the Parties may suspend the implementation of the Project, or any part thereof, if exceptional circumstances, notably of force majeure, make such implementation excessively difficult or dangerous. Each Party shall inform the other Party without delay, stating the nature, probable duration and foreseeable effects of the suspension.

COSPE may then terminate this Agreement in accordance with article 2.15.1. If the Grant Contract is not terminated, the Parties shall endeavour to minimise the time of its suspension and any possible damage, and shall resume implementation once circumstances allow, informing the Contracting Authority accordingly.

#### **2.14.3 Suspension by COSPE**

COSPE may request IMPACT HUB to suspend implementation of the action, or any part thereof, if exceptional circumstances, notably of force majeure, make such implementation excessively difficult or dangerous. To this purpose, COSPE shall inform IMPACT HUB stating the nature and probable duration of the suspension.

COSPE may also suspend this Agreement and the participation of IMPACT HUB in the Grant Contract if COSPE has evidence that, or if, for objective and well justified reasons, COSPE deems necessary to verify whether presumably:

- a) the implementation of the Project has been subject to breach of obligations, irregularities or fraud;
- b) IMPACT HUB has breached any substantial obligation under this Agreement, including the obligation relating to the reporting (narrative and financial).

IMPACT HUB shall provide any requested information, clarification or document within 20 days of receipt of the requests sent by COSPE. If, notwithstanding the information, clarification or document provided by IMPACT HUB, the award procedure or the implementation of the grant prove to have been subject to breach of obligations, irregularities, fraud, then COSPE may terminate this Agreement according to Article 2.15.2.

#### **2.14.4 Force majeure**

The term force majeure, as used herein covers any unforeseeable events, out of the control of either Party to this Agreement and which, by the exercise of due diligence, neither Party is able to overcome such natural events, prolonged strikes, lock-outs or other industrial disturbances, acts of public enemies, wars whether declared or not, blockades, insurrections, riots, epidemics, landslides, earthquakes, storms, lightning, floods, washouts, civil disturbances, explosions and similar accidents.

The Parties shall not be held in breach of their contractual obligations if they are prevented from fulfilling them by circumstances of force majeure.

### **2.15. TERMINATION OF THE AGREEMENT**

#### **2.15.1 Termination in case of force majeure**

In the cases of force majeure foreseen in Article 2.14.4, if one Party believes that this Agreement can no longer be executed effectively or appropriately, it shall duly consult the other Party. Failing agreement on a solution, each Party may terminate this Agreement by sending a written notice 2 months before, without being required to pay indemnity.

#### **2.15.2 Termination by COSPE**

Without prejudice to Article 2.15.1, in the following circumstances COSPE may, after having duly consulted IMPACT HUB, terminate this Agreement without any indemnity on its part when:

- a) IMPACT HUB fails, without justification, to fulfil any substantial obligation incumbent by this Agreement and, after having received notice by letter to comply with those obligations, still fails to fulfil them or to furnish a satisfactory explanation within 30 days of receipt of the letter;
- b) IMPACT HUB or any person that assumes unlimited liability for the debts of IMPACT HUB is bankrupt, subject to insolvency or winding up procedures, is having its assets administered by a liquidator or by a Court, has entered into an arrangement with creditors, has suspended business activities, or is in any analogous situation arising from a similar procedure provided for under any national law or regulations relevant to IMPACT HUB;
- c) IMPACT HUB or any related entity or person, have been found guilty of grave professional misconduct proven by any means which COSPE can justify;
- d) it has been established by a final judgment or a final administrative decision or by proof in possession of the Contracting Authority that IMPACT HUB has been guilty of fraud, corruption, involvement in a criminal organisation, money laundering or terrorist financing, terrorist related offences, child labour or other forms of trafficking in human beings or circumventing fiscal, social or any other applicable legal obligations, including through the creation of an entity for this purpose;
- e) a change to IMPACT HUB's legal, financial, technical, organisational or ownership situation, or the termination of the participation of IMPACT HUB substantially affects the implementation of this Agreement or calls into question the decision awarding the Project;
- f) IMPACT HUB or any related person is guilty of misrepresentation in supplying the information required in the award procedure or in the implementation of the Project or fails to supply – or

fails to supply within the deadlines set under this Agreement - any information related to the Project, required by COSPE;

- g) IMPACT HUB has not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of Austria;
- h) COSPE has evidence that IMPACT HUB or any related entity or person, has committed breach of obligations, irregularities or fraud in the award procedure or in the implementation of the Project;
- i) COSPE has evidence that IMPACT HUB is subject to a conflict of interests.

Any related person means any physical person with powers of representation, decision-making or control in relation to IMPACT HUB. Any related entity means, in particular, any entity which meets the criteria laid down by Article 1 of the Seventh Council Directive No 83/349/EEC of 13 June 1983.

### **2.15.3 Termination by IMPACT HUB**

In duly justified cases, the participation of IMPACT HUB in this Agreement may be also terminated by IMPACT HUB itself. To this purpose, IMPACT HUB shall communicate to COSPE the reasons for the termination of its participation and the date on which the termination shall take effect, as well as a proposal on the reallocation of the tasks or on its possible replacement. The proposal shall be sent in good time before the termination is due to take effect. COSPE shall notify it to the Contracting Authority; only after the approval by the Contracting Authority, the Agreement shall be terminated, and the Grant Contract shall be amended accordingly in conformity with Article 9 of the Annex II to the Grant Contract.

### **2.15.4 Effects of termination**

Upon termination of this Agreement, the Parties shall take all immediate steps to bring the Project to a close in a prompt and orderly manner, and to reduce further expenditures to a minimum.

Without prejudice to Article 14 of the Annex II to the Grant Contract, IMPACT HUB shall be entitled to payment only for the part of the Project carried out, excluding costs relating to current commitments that are due to be executed after termination.

To this purpose, IMPACT HUB shall submit a payment request to COSPE within 30 days starting from the date of termination.

In the event of termination in case of force majeure, the Contracting Authority may agree to reimburse the unavoidable residual expenditures incurred during the notice period, provided that all the steps necessary to bring the Project to a close and to reduce further expenditures to a minimum, have been properly executed.

In the cases of termination foreseen in Article 2.15.2 a), c), d), f) and h) COSPE may, after having properly consulted IMPACT HUB, and depending on the gravity of the failures, request full or partial repayment of amounts unduly paid for the Project.

### **2.16. AMENDMENT OF THE PARTNERSHIP AGREEMENT**

Any amendment to this Partnership Agreement must be set out in writing in an addendum signed by the Parties. It may not in any case relate to the nature of the Project including its objectives and results, or it may not increase the budget of the Project.

The amendment shall enter into force after approval of the Contracting Authority, i.e. the European Union.

### **2.17. WORKING LANGUAGE**

The working language of this Partnership Agreement is English.

This language is used during all the Project implementation period. Thus, all procedures, internal communication, communication with the Contracting Authority and documents relating to the implementation of the Project will be in English. In case of translation into another language, the English version will prevail.

## **SECTION 3 – GENERAL PROVISIONS**

### **3.1 APPLICABLE LAW AND DISPUTE SETTLEMENT**

This Agreement shall be governed by the law of the country of COSPE (Italy).

The Parties shall do everything possible to settle amicably any dispute arising between them during the implementation of this Agreement. To that end, they shall communicate their positions in writing, and meet each other at other's request. The Parties shall reply to a request sent for an amicable settlement within 30 days. Once this period has expired, or if the attempt to reach an amicable settlement has not produced an agreement within 120 days from the first request, one Party may notify the other Party that it considers the procedure to have failed.

In the event of failure to reach an amicable agreement, the dispute may, by common agreement of the Parties, be submitted for conciliation by the European Commission. If no settlement is reached within 120 days of the opening of the conciliation procedure, each Party may notify the other that it considers the procedure to have failed.

In the event of failure of the above procedures, each Party may submit the dispute to the Florence Court of Justice, in Italy.

### **3.2 LIABILITY**

The Contracting Authority and COSPE cannot under any circumstances or for any reason whatsoever be held liable for damage or injury incurred by the staff or property of IMPACT HUB while the Project is being carried out or as a consequence of the Project. The Contracting Authority and COSPE cannot, therefore, accept any claim for compensation or increases in payment in connection with such damage or injury.

The Parties shall assume sole liability towards third parties, including liability for damage or injury of any kind incurred by them while the Project is being carried out, or as a consequence of the Project. Each Party shall discharge the Contracting Authority and the other Party of all liability arising from any claim or action brought as a result of an infringement of rules or regulations by itself, or by its employees or individuals for whom those employees are responsible, or as a result of violation of a third party's rights.

### **3.3 CONFLICTS OF INTERESTS AND CODE OF CONDUCT**

The Parties shall take all necessary measures to prevent or end any situation that could compromise the impartial and objective performance of this Agreement and the Grant Contract. Such conflict of interests may arise in particular as a result of economic interest, political or national affinity, family or emotional ties, or any other relevant connection or shared interest.

Any conflict of interests which may arise during the performance of this Agreement and the Grant Contract must be notified in writing to COSPE without delay. In the event of such conflict, COSPE shall immediately take all necessary steps to resolve it and notify in writing to the Contracting Authority.

The Parties shall ensure that their staffs, including the management, are not placed in a situation which could give rise to conflict of interests. Without prejudice to their obligations under this Agreement, the Parties shall replace, immediately and without compensation from the Contracting Authority, any staff member in such a situation.

The Parties shall at all-time act impartially and as a faithful adviser in accordance with the code of conduct of their professions, as well as with appropriate discretion. They shall refrain from making any public statements concerning the Project, not fulfilling the rules of the Contracting Authority. They shall not commit the Contracting Authority in any way whatsoever without its prior consent and shall make this obligation clear to third parties.

Physical abuse or punishment, or threats of physical abuse, sexual abuse or exploitation, harassment and verbal abuse, as well as other forms of intimidation shall be prohibited. The Parties shall also inform the Contracting Authority of any breach of ethical standards or code of conduct. In case IMPACT HUB is aware of any violations of the above-mentioned standards, it shall report in writing within 30 days to COSPE that will notify it to the Contracting Authority.

The Parties and their staffs shall respect human rights, applicable data protection rules and environmental legislation applicable in the Project target countries and internationally agreed core labour standards, e.g. the ILO core labour standards, conventions on freedom of association and collective bargaining, elimination of forced and compulsory labour, elimination of discrimination in respect of employment and occupation, and the abolition of child labour.

The Parties or any related person shall not abuse their entrusted power for private gain. The Parties or any of its subcontractors, agents or staffs, shall not receive, or agree to receive from any person, or offer or agree to give to any person, or procure for any person, gifts, gratuities, commission or consideration of any kind as an inducement or reward for performing, or refraining from performing any act relating to the performance of any contract, or for showing favour or disfavour to any person in relation to any contract. The Parties shall comply with all applicable laws and regulations and codes relating to anti-bribery and anti-corruption.

The payments under the Agreement shall constitute the only income or benefit it may derive in connection with the Project, with the exception of revenue generating activities. The Parties and their staffs must not exercise any activity or receive any advantage inconsistent with their obligations under any contract.

The respect of the code of conduct set out in the present Article constitutes a contractual obligation. Failure to comply with the code of conduct is always deemed to be a breach of the Agreement under Article 12 of the Annex II to the Grant Contract. In addition, failure to comply with the provision set out in the present Article can be qualified as a serious professional misconduct that may lead either to suspension or termination of the Agreement, without prejudice to the application of administrative sanctions, including exclusion from participation in future award procedures.

### **3.4 CONFIDENTIALITY**

The Parties undertake to preserve the confidentiality of any information, notwithstanding its form, disclosed in writing or orally in relation to the implementation of this Agreement and the Grant Contract and identified in writing as confidential until at least 5 years after the payment of the balance (Article 2.6). The Parties shall not use confidential information for any aim other than fulfilling their obligations under this Agreement unless otherwise agreed with the Contracting Authority.

### **3.5 RULES ON THE PROTECTION OF PERSONAL DATA**

The Parties assure processing in compliance with the European Regulation (EU) 2016/679 of the European Parliament (L. 119) on the protection of natural persons with regard to the processing of personal data and on the free movement of such data published in the OJEU on 4 May 2016 and with effect from 25 May 2018.

Signing this Agreement constitutes an act of authorization for the processing of identification data for both Parties. The data are stored and managed by COSPE and will not be disclosed to third parties, with the exception of taxation, labour law, and all which is legal or related to specific institutional activities regulated by this Agreement. The person responsible for the processing of data for COSPE may be contacted at the following email address: [privacy@cospe.org](mailto:privacy@cospe.org). For further information, please visit the following link: <https://www.cospe.org/privacy/>

### **3.6 CONSENT TO CODE OF ETHICS**

Signing this Agreement entails the signature and the commitment to comply with COSPE Code of Ethics, available on the website <https://www.cospe.org/chi-siamo/statuto-e-codice-etico/>. COSPE commits sharing its Code of Ethics with all co-applicants and beneficiaries, through specific information and communication activities. Anyone acting in the name or on behalf of the Project, coming into contact with third parties must inform them of the commitments and obligations imposed by COSPE Code of Ethics, and require compliance with it, in particular when introducing specific contractual clauses and/or signing declarations on the formalization of commitment to respect the adopted Code of Ethics. IMPACT HUB shall abstain from behaviours contrary to the principles and regulations in the Code of Ethics and, in case

of failure to comply by third parties, IMPACT HUB is required to communicate it to their directors and/or to the Supervisory authority, whose tasks are better specified in the Code of Ethics.

**SECTION 4: ANNEXES**

- Annex A:** Grant Contract - Special Conditions and its Annexes:
- Annex I - Description of the action (including the logical framework)
  - Annex II - General Conditions
  - Annex III - Budget for the action
  - Annex IV - Procurement rules
  - Annex IX - Standard template for transfer of asset ownership
- Annex B:** Budget assigned to IMPACT HUB
- Annex C:** Guidelines for financial management and reporting
- Annex D:** Request for Payment

**In English, in duplicate, one for each of the signatory organizations, COSPE and IMPACT HUB.**

**For COSPE**

Name: Francesca Pieraccini  
Function: General Director  
Date: 20-05-2024

Signature



A handwritten signature in blue ink, appearing to read 'Francesca Pieraccini', is written over a horizontal line.

**For IMPACT HUB**

Name: Alfredo Jaime Villalonga  
Function: Chairperson of the Board  
Date: .....10/06/2024.....

Signature



A handwritten signature in black ink, appearing to read 'a. villalonga', is written over a horizontal line.





1.3.1 Abroad (staff assigned to the Action)										
1.3.2 Local (staff assigned to the Action)										
1.3.2.1 Per diem NWT for capacity building activities to target Fis (A1.3) and for mentoring of women (A2.3): Tunisia, Lebanon, Algeria, Egypt, Palestine and Morocco	Per diem	222	207.5	€ 46,065.00	Per diem				€ -	
1.3.2.2 Per diem gender expert for mission for realization of women's agenda (A2.1): Tunisia, Lebanon, Algeria, Egypt, Palestine and Morocco	Per diem	42	150	€ 6,300.00	Per diem	42	150		€ 6,300.00	
1.3.2.3 Per diem for intermediate evaluation: Tunisia, Lebanon, Algeria, Egypt, Palestine and Morocco	Per diem	42	150	€ 6,300.00	Per diem				€ -	
1.3.2.4 Per diem NWT for coaching of women (A2.3 Tunisia)	Per diem	80	159	€ 12,720.00	Per diem				€ -	
1.3.2.5 Per diem for PM missions	Per diem	90	150	€ 13,500.00	Per diem	30	150		€ 4,500.00	
1.3.3 Seminar/conference participants										
1.3.3.1 Per diem for participants to regional conference on women financial inclusion - Egypt (A3.4)	per diem	75	217	€ 16,275.00	per diem				€ -	
1.3.3.2 Per diem for participants to regional event - Tunisia (A1.4)	Per diem	35	159	€ 5,565.00						
<b>Subtotal Human Resources</b>				<b>€ 890,157.00</b>					<b>€ 238,494.00</b>	
<b>2. Travel<sup>6</sup></b>										
2.1. International travel										
2.1.1 Flight and insurance for PM	Per flight	18	600	€ 10,800.00	Per flight	6	600		€ 3,600.00	
2.1.2 Flight and insurance for evaluation missions	Per flight	12	700	€ 8,400.00	Per flight				€ -	
2.1.3 Flight and insurance for gender expert mission (A2.1)	Per flight	6	650	€ 3,900.00	Per flight	6	650		€ 3,900.00	
2.1.4 Flight and insurance for NWT experts (A1.3 + A2.3)	Per flight	15	617	€ 9,255.00	Per flight				€ -	
2.1.5 Flight and insurance for participants to regional conference (A3.4)	Per flight	25	650	€ 16,250.00	Per flight				€ -	
2.1.6 Flight and insurance for participant to regional event (A1.4)	Per flight	7	600	€ 4,200.00						
2.2 Local transportation										
2.2.1 Transportation for local researchers	Per month	36	126	€ 4,536.00	Per month	36	126		€ 4,536.00	
2.2.2 Transportation for project staff (trainers, facilitators, etc.)	Per month	40	232.5	€ 9,300.00	Per month	12	232.5		€ 2,790.00	



5.1 Publications <sup>9</sup>										
5.2 Studies, research <sup>9</sup>										
5.3 Expenditure verification/Audit										
5.3.1 External audit	per year	3	8,000.00	€ 24,000.00	per year	1	8,000.00	€ 8,000.00		
5.3.2 ISO quality control										
5.4 Evaluation costs										
5.4.1 Intermediate evaluation	evaluation	6	3,000.00	€ 18,000.00	evaluation			€ -		
5.4.2 Final evaluation	evaluation	1	18,000.00	€ 18,000.00	evaluation			€ -		
5.5 Translation, interpreters										
5.5.1 Translation for TOT and training (A1.2 + A2.2)	days	178	120	€ 21,360.00	days	64	120	€ 7,680.00		
5.5.2 Sign language interpreter for activities with women (O2+O3)	days	125	100	€ 12,500.00	days	80	100	€ 8,000.00		
5.5.3 Translation of learning journeys, training materials and self-learning tools	days	100	100	€ 10,000.00	days	40	100	€ 4,000.00		
5.5.4 Translation for international conference	days	2	500	€ 1,000.00	days			€ -		
5.6 Financial services (bank guarantee costs etc.)										
5.6.1 Bank cost	Per month	40	65	€ 2,600.00	Per month	12	65	€ 780.00		
5.7 Costs of conferences/seminars <sup>9</sup>										
5.7.1 Regional conference on women's financial inclusion (A3.4) - including rent hall, hospitality, visibility, materials, facilitation and preparation	conference	1	25,100.00	€ 25,100.00	conference			€ -	€ 31,000.00	
5.8. Visibility actions <sup>10</sup>										
5.8.1 Visibility material (gadgets, t-shirts, banners, graphic)	Per year	3	3,500.00	€ 10,500.00	Per year	1	3,500.00	€ 3,500.00		
<b>Subtotal Other costs, services</b>				<b>€ 143,060.00</b>				<b>€ 31,960.00</b>		
<b>6. Other</b>										
6.01 Translation, editing and printing of country-specific baseline assessment (A1.1)	copies	120	50	€ 6,000.00	copies	120	50	€ 6,000.00		

6.02 Gender Expert (30%)	Per month	12	3,300.00	€ 39,600.00	Per month	4	3,300.00	€ 13,200.00		
6.03 Local researchers for baseline (A1.1)	Per month	36	1,283.00	€ 46,188.00	Per month	36	1,283.00	€ 46,188.00		
6.04 International expert for survey preparation on digital component and support from remote to local researchers (A1.1)	Per day	24	500	€ 12,000.00	Per day	24	500	€ 12,000.00		
6.05 National meeting with Fis (A1.2) - including hall rent, hospitality and materials	meetings	12	275	€ 3,300.00	meetings	6	275	€ 1,650.00		
6.06 Workshop with women and Fis (A1.2) - including hall rent, hospitality transportation for women and materials	workshops	18	360	€ 6,480.00	workshops	6	360	€ 2,160.00		
6.07 Regional webinar with Fis (A1.2)	webinar	4	500	€ 2,000.00	webinar	1	500	€ 500.00		
6.08 Local trainers for capacity building of target Fis (A1.2)	Per month	48	1,262.00	€ 60,576.00	Per month	12	1,262.00	€ 15,144.00		
6.09 International experts for realization of laboratory on digital solutions for target Fis (A1.2)	Per day	48	500	€ 24,000.00	Per day			€ -		
6.10 International expert for TOT and support to trainers for capacity building of target Fis (A1.2)	Per day	23	400	€ 9,200.00	Per day	8	400	€ 3,200.00		
6.11 Digital innovation expert (A1.1; A1.2; A1.3; A1.4; A2.2; A3.1)	Per day	72	500	€ 36,000.00	Per day	12	500	€ 6,000.00		
6.12 Co-planning workshop with women and FI to develop innovative gender-sensitive financial tools (A1.3) - including hall rent, hospitality, transportation for women and materials	workshops	10	300	€ 3,000.00	workshops			€ -		
6.13 Financial support for development and piloting of innovative gender-sensitive financial tools (A1.3)	pilot tools	5	40,000.00	€ 200,000.00	pilot tools			€ -		
6.14 FGDs for participatory monitoring and evaluation of the piloted innovative tools with the women (A1.4) - including hall rent, hospitality, transportation for women and materials	FGDs	10	280	€ 2,800.00	FGDs			€ -		
6.15 Coaches for follow up on pilot gender-sensitive financial tools (A1.4)	Per month	5	1,000.00	€ 5,000.00	Per month			€ -		
6.16 International expert for coaching and support for digital solutions of piloted gender-sensitive financial tools (A1.4)	Per month	2	2,500.00	€ 5,000.00	Per month			€ -		
6.17 Educators for child support during activities for women (O2; O3)	Per day	125	100	€ 12,500.00	Per day	60	100	€ 6,000.00		
6.18 FGDs for creation of resource groups for women's agenda (A2.1) - including hall rent, hospitality, transportation for women and materials	FGDs	30	455	€ 13,650.00	FGDs	30	455	€ 13,650.00		
6.19 Formative/informative meetings for the development of women's agenda (A2.1) - including hall rent, hospitality, transportation for women and materials	meetings	48	410	€ 19,680.00	meetings	48	410	€ 19,680.00		
6.20 Facilitators for development women's agenda (A2.1)	Per month	36	1,050.00	€ 37,800.00	Per month	36	1,050.00	€ 37,800.00		
6.21 Trainers for formative/informative meetings for development of women's agenda (A2.1)	Per day	48	100	€ 4,800.00	Per day	48	100	€ 4,800.00		
6.22 Meetings for the development of women's agenda (A2.1) - including hall rent, hospitality, transportation for women and materials	meetings	42	410	€ 17,220.00	meetings	42	410	€ 17,220.00		
6.23 Pilot initiatives on women's agenda (A2.1)	initiatives	6	3,000.00	€ 18,000.00	initiatives	6	3,000.00	€ 18,000.00		

6.24 International experts for realization of laboratory for capacity building on digital literacy for women (A2.2)	Per day	26	500	€ 13,000.00	Per day			€ -		
6.25 International consultant for development of training modules, TOT and support to local trainers for capacity building for women (A2.2)	Per day	103	400	€ 41,200.00	Per day			€ -	€ 39,200.00	
6.26 Rent hall, hospitality, transportation for women and materials, for training for women (A2.2)	days	480	291.25	€ 139,800.00	days			€ -		
6.27 Local trainers for capacity building for women (A2.2)	Per day	480	191	€ 91,680.00	Per day			€ -		
6.28 International Social and Solidarity Economy expert for development of training modules related to ESS, and coaching and support for piloted gender sensitive financial tools (A1.2)	Per day	25	250	€ 6,250.00	Per day	5	250	€ 1,250.00		
6.29 Pair to growth between women and Fis (A2.3)	coaching	20	1,500.00	€ 30,000.00	coaching			€ -	€ 30,000.00	
6.30 Coaches for women capacity building (A2.3)	Per month	12	1,000.00	€ 12,000.00	Per month			€ -		
6.31 Informative and networking workshop for women (A2.3 + A2.4)	workshops	10	1,860.00	€ 18,600.00	workshops			€ -		
6.32 Financial support to women associations and BSOs to promote women's financial inclusion and women empowerment (A2.4)	projects	5	45,000.00	€ 225,000.00	projects			€ -		
6.33 Development of regional information hub (A3.1)	hub	1	42,000.00	€ 42,000.00	hub			€ -	€ 38,000.00	
6.34 International expert for development of digital community of practice platform for women (A3.1)	Per day	60	500	€ 30,000.00	Per day			€ -		
6.35 International expert for realization of self-learning e-tools (A3.1)	Per day	20	500	€ 10,000.00	Per day			€ -		
6.36 Local events for dissemination of women's agendas (A3.2)	events	18	1,600.00	€ 28,800.00	events			€ -		
6.37 Workshop with women to co-plan advocacy campaigns (A3.2) - including rent hall, hospitality and materials	workshops	12	630	€ 7,560.00	workshops			€ -		
6.38 National advocacy campaigns (A3.2)	campaign	6	5,000.00	€ 30,000.00	campaign			€ -		
6.39 Workshop with women to co-plan awareness campaigns (A3.3) - including rent hall, hospitality and materials	workshops	12	630	€ 7,560.00	workshops			€ -		
6.40 Awareness campaigns (A3.3)	campaign	6	3,200.00	€ 19,200.00	campaign			€ -		
6.41 Rent hall and hospitality for regionale event (A1.4)	days	3	252	€ 756.00						
<b>Subtotal Other</b>				<b>€ 1,338,200.00</b>				<b>€ 224,442.00</b>		
<b>7. Subtotal direct eligible costs of the Action (1-6)</b>				<b>€ 2,606,808.00</b>				<b>€ 563,272.00</b>	<b>€ 232,200.00</b>	<b>€ 21,000.00</b>
8. Indirect costs (maximum 7% of 7, subtotal of direct eligible costs of the Action)	%	7%	2,606,808.00	€ 182,476.00	%	7%	563,272.00	€ 39,429.01	€ 16,834.50	€ 1,522.50
<b>9. Total eligible costs of the Action, excluding reserve and volunteers' work (7+ 8)</b>				<b>€ 2,789,284.00</b>				<b>€ 602,701.01</b>		

10.1 Provision for contingency reserve (maximum 5% of 7 'Subtotal of direct eligible costs of the Action')				€ -						
<b>10.2 Volunteers' work 15</b>	Per day			€ -	Per day					
<b>11. Total eligible costs (9+10)</b>				<b>€ 2,789,284.00</b>				<b>€ 602,701.01</b>		
12. - Taxes 11 - Contributions in kind 12										
<b>13. Total accepted11 costs of the Action (11+12)</b>				<b>€ 2,789,284.00</b>				<b>€ 602,701.01</b>	<b>€ 249,034.50</b>	<b>€ 22,522.50</b>
<b>Cofunding</b>									24,903.45	2,252.25
<b>Maximum funds to transfer</b>									224,131.05	20,270.25
<b>First instalment</b>									10,135.13	
<b>Last instalment</b>									22,413.11	
<b>Maximum amount further instalments</b>									191,582.82	
<b>Francesca Pieraccini</b> <b>COSPE General Director</b>										
										
							Signed by:	Alfredo Jaime Villalonga		
								Chairperson of the board		
							Signed by:	Ani Baboomian		
								Witness		