



Education, Audiovisual and Culture Executive Agency

Erasmus+: Higher Education - Knowledge Alliances, Bologna Support, Jean MONNET

**GRANT DECISION FOR AN ACTION**

**Financing exclusively by lump sum contribution(s) and/or unit contribution(s)**

**Decision Nr 2015 - 2695 / 001 - 001 of the**

**Education, Audiovisual and Culture Executive Agency**

**on the award of a grant to support an action initiated under the Jean Monnet Activities within**

**the ERASMUS+ PROGRAMME**

**PROJECT NUMBER – 565087-EPP-1-2015-1-HU-EPPJMO-MODULE**

The **Education, Audiovisual and Culture Executive Agency** (hereinafter referred to as "the Agency"), acting under powers delegated by the European Commission (hereinafter referred to as "the Commission"),

Having regard to the Treaty on the Functioning of the European Union;

Having regard to the REGULATION (EU) No 1288/2013 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 11 December 2013 establishing 'Erasmus+': the Union programme for education, training, youth and sport and repealing Decisions No 1719/2006/EC, No 1720/2006/EC and No 1298/2008/EC (OJ C 362 of 12.12.2013, p. 62),

Whereas:

- (1) Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union<sup>1</sup> (hereinafter the «Financial Regulation») and Commission Delegated Regulation (EU) No 1268/2012 of 29 October 2012 on the rules of application of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council of 25 October 2012 on the financial rules applicable to the general budget of the Union<sup>2</sup> provide the framework for the award of Union grants;
- (2) Commission Implementing Decision of 18 December 2013 establishing the "Education, Audiovisual and Culture Executive Agency"<sup>3</sup> and repealing Decision CE(2009)336 of 20 April 2009<sup>4</sup> setting up the Education, Audiovisual and Culture Executive Agency for the management of Community action in the fields of education, audiovisual and culture in application of Council Regulation (EC) No 58/2003<sup>5</sup> provides that the Agency is responsible for the management of grants to be awarded under the Union programmes delegated to it, including ERASMUS+ PROGRAMME;

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<sup>1</sup> OJ L 298 of 26.10.2012, p. 1

<sup>2</sup> OJ L 362 of 31.12.2012, p. 1

<sup>3</sup> OJ L 343 of 19.12.2013, p. 46

<sup>4</sup> OJ L 101 of 21.04.2009, p. 26, as amended subsequently.

- (3) Commission Decision C(2015)658 of 12 February 2015 amending Commission Decision C(2013)9189 of 18 December 2013 delegating powers to the Education, Audiovisual and Culture Executive Agency with a view to performance of tasks linked to implementation of Union Programmes in the fields of education, audiovisual and culture, comprising, in particular, implementation of appropriations entered in the general budget of the Union and the EDF allocations;
- (4) On 2<sup>nd</sup> October 2014, the Agency has published the call for proposals EAC/A04/2014 (2014/C 344/10) (the "call") in order to support the Jean Monnet Activities (Art. 10 of Regulation (EU) No 1288/2013), within the framework of the ERASMUS+ Programme;
- (5) Whereas this Grant Decision is the result of a call for proposals by which applicants have been informed of the model Grant Decision of the Agency and of the General Conditions. Submission of a grant application implies acceptance of the General Conditions annexed to this Grant Decision;
- (6) The addressee of this Grant Decision presented a request for a grant under this call for proposals (application No **565087-EPP-1-2015-1-HU-EPPJMO-MODULE**), wherein he declares that he has taken note of the conditions set out in the call, including the General Conditions of the model Grant Decision annexed to it, and accepts them;
- (7) The application fulfils the conditions set out in the above mentioned call for proposals and has been selected;
- (8) The Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities and Regulation (EU EURATOM) No 883/2013 of the European Parliament and the Council of 11 September 2013 concerning investigations conducted by the European Anti-Fraud Office (OLAF)<sup>6</sup> provide for measures for the effective protection of the Union's financial interests;
- (9) The Agency, the Commission and the European Court of Auditors may check the use made of the grant at any time during the implementation of the action and during a period of five years following the date of payment of the balance or of three years following the payment of the balance in the case the maximum amount of the grant is not more than EUR 60.000;
- (10) Whereas the Commission has taken a decision n° C(2013)8550 on 4th December 2013 authorizing the use of lump sums with a unit value of EUR 25 000 or less to cover one or more different categories of eligible costs or the use of flat-rate financing in the form of scales of unit costs under the ERASMUS+ Programme;

**HAS DECIDED AS FOLLOWS:**

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5 OJ L 11 of 16.01.2003, p. 1.

6 OJ L 136, 31.5.1999, p. 1-7

## ARTICLE 1 – PURPOSE OF THE GRANT

A European Union grant is awarded to:

**NEMZETI KOZSZOLGALATI EGYETEM,**  
HUNGARIA KORUT 9-11,  
PO BOX 1581 BUDAPEST PF 15  
HU - 1101 BUDAPEST

VAT NUMBER: HU15795719

hereinafter referred to as “the beneficiary”,

represented for the purposes of this Grant Decision by : **András PATYI,**

for the action entitled **Jean Monnet Module for European Public Policy** (“the action”), as described in Annex I, under the terms and conditions set out in the present Grant Decision, the General Conditions and the other Annexes to this Grant Decision.

The action shall correspond to the statutory activities and objectives of the beneficiary.

As declared in the application submitted, the beneficiary has accepted the grant and agreed to implement the action, acting on its own responsibility.

## ARTICLE 2 - ENTRY INTO FORCE OF THE GRANT DECISION AND DURATION

**2.1** The Grant Decision shall enter into force on the date of its notification to the beneficiary.

**2.2** The action shall run as of **01-09-2015** (“the starting date of the action”) and shall end on **31-08-2018**.

## ARTICLE 3 - MAXIMUM AMOUNT AND FORM OF THE GRANT

The grant shall be of a **maximum amount of EUR 19.656,00** and shall take the form of:

- (a) Reimbursement of eligible costs: not applicable
- (b) **A unit contribution in the form of scales per unit costs (“unit contribution”) to cover the following category of eligible costs:**
  - national teaching cost per hour.The applicable formulas for unit costs are automatically integrated in Annex III.
- (c) Lump sums contribution: not applicable
- (d) **Flat-rate contribution of a percentage indicated in Annex III of the unit contribution to the eligible costs (“flat-rate contribution”) to cover the costs following category of costs**
  - **additional academic activities.**

## **ARTICLE 4 – ADDITIONAL PROVISIONS ON REPORTING, PAYMENTS AND PAYMENT ARRANGEMENTS**

### **4.1 Reporting periods, payments and additional supporting documents**

In addition to the provisions set out in the General Conditions n° 23 and 24, the following reporting and payment arrangements shall apply:

- Upon notification of this Grant Decision, a pre-financing payment of 70% of the maximum amount specified in Article 3 shall be paid to the beneficiary.

#### **Payment of the balance**

- Sole reporting period from **01-09-2015** to the end of the period set out in Article 2.2: The balance shall be paid to the beneficiary, in accordance with General Condition n°23.2 (a) to (d) and subject to the receipt of all other accompanying documents mentioned under the section "Other supporting documents" of this Article:

#### **Other supporting documents:**

The request for payment of the balance shall be accompanied by:

- **Final technical implementation report:**
  - a) an evaluation of the results of the project compared to the initial objectives;
  - b) comprehensive details on the development, progress and achievements of the project, including, where appropriate, information on interaction with other projects;
  - c) a summary of the main results.
- **Completed grant calculator** on the basis of the actual implementation of the action;
- **Signed declaration** certifying that the information provided for calculating the final grant is full, reliable and true, and can be substantiated by relevant supporting documentation.

### **4.2 Time limit for payments**

The time limit for the Agency to make payment of the balance is 60 days.

### **4.3 Language of requests for payments, technical reports and financial statements**

All requests for payments, technical reports and financial statements shall be submitted in English, French or German.

## ARTICLE 5 – BANK ACCOUNT FOR PAYMENTS

All payments shall be made to the beneficiary's bank account, denominated in euro, as indicated below:

Name of bank: **HUNGARIAN STATE TREASURY**

Address of branch: CSALOGANY U 9-11,

HU - BUDAPEST

Precise denomination of the account holder: NEMZETI KOZSZOLGALATI EGYETEM

Full account number (including bank codes): IBAN\_ ONLY

IBAN code: **HU91100048851000101901000931**

## ARTICLE 6 - DATA CONTROLLER AND COMMUNICATION DETAILS

### 6.1 Data controller

The entity acting as a data controller according to General Condition n° 6 shall be the person who is representing the Agency for the purposes of the signature of this Grant Decision.

### 6.2 Communication details of the Agency

Any communication addressed to the Agency shall be sent to the following address:

**Education, Audiovisual and Culture Executive Agency**

Ute HALLER-BLOCK

Unit Erasmus+: Higher Education - Knowledge Alliances, Bologna Support, Jean MONNET

Office: BOU2, 03/107

Avenue du Bourget 1

1049 Brussels

BELGIUM

### 6.3 Communication details of the beneficiary

This Grant Decision is addressed to the beneficiary:

**NEMZETI KOZSZOLGALATI EGYETEM**

András PATYI

HUNGARIA KORUT 9-11,

PO BOX 1581 BUDAPEST PF 15

HU - 1101 BUDAPEST

Any communication from the Agency to the beneficiary shall be sent to the above mentioned address.

## ARTICLE 7 – ADDITIONAL PROVISIONS ON USE OF THE RESULTS (INCLUDING INTELLECTUAL AND INDUSTRIAL PROPERTY RIGHTS)

In addition to the provisions of General Condition n° 8.3, the beneficiary shall warrant that the Agency and/or the European Union (hereinafter referred to as "the Union") has the rights to:

- (a) communicate the results of the action by any other types of communication not specified in the General Conditions;

- (b) edit or re-write in another way the results of the action, including shortening, summarising, modifying the content, correcting technical errors in the content;
- (c) cut, insert meta-data, legends or other graphic, visual, audio or word elements in the results of the action;
- (d) extract a part (e.g. audio or video files) of, divide into parts or compile the results of the action;
- (e) prepare derivative works of the results of the action;
- (f) translate, insert subtitles in, dub the results of the action in:
  - all official languages of EU
- (g) authorise or sub-licence the modes of exploitation set out above to third parties.

The Agency and/or the Union shall have the rights of use specified in the General Conditions and set out above for the whole duration of the industrial or intellectual property rights concerned.

### **ARTICLE 8 – ORDER OF PRECEDENCE AND ANNEXES**

The Annex II "General Conditions" (hereinafter referred to as the "General Conditions") and the other Annexes to the present Grant Decision form an integral part of the present Grant Decision. The terms set out in this Grant Decision shall take precedence over those in the General Conditions. The terms of the General Conditions shall take precedence over the other Annexes.

### **ARTICLE 9 – OTHER SPECIAL CONDITIONS**

#### **ARTICLE 9.1 – INAPPLICABILITY OF THE NO-PROFIT PRINCIPLE**

By way of derogation from General Condition n° 25.3, the no-profit principle does not apply to grants the maximum amount of which, as referred to in Article 3, is lower than or equal to EUR 60.000.

#### **ARTICLE 9.2 – ADDITIONAL PROVISIONS ON AWARD OF CONTRACTS AND SUBCONTRACTING**

In addition to the provisions set out in General Condition n° 9 and 10, where the value of a contract awarded in accordance with those General Conditions exceeds EUR 60.000, the beneficiary shall abide by the following rules:

- National rules with regard to procurement apply.

#### **ARTICLE 9.3 – PUBLICITY OBLIGATIONS**

- a) For purpose of the application of General Condition n°7 relating to visibility of Union funding, the beneficiary shall follow the instructions available on the following Internet website: [http://eacea.ec.europa.eu/about/logos\\_en.htm](http://eacea.ec.europa.eu/about/logos_en.htm)
- b) Obligations of the beneficiary  
Information requirements: The beneficiary shall inform the public, press and media of the action (internet included); which must, in conformity with General Condition n°7, visibly indicate “with the support of the ERASMUS+ programme of the European Union” as well as the graphic logos.

The translation of this text can be found at the following Internet website address: [http://eacea.ec.europa.eu/about/logos\\_en.htm](http://eacea.ec.europa.eu/about/logos_en.htm).

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 Article 9.3(a) above and in General Condition n° 7, as a "substantial obligation" within the meaning of General Condition n° 16.2.1(b) of the present Decision.

#### **ARTICLE 9.4 - MEETINGS**

Representatives of the co-ordinator involved in the action must participate in up to 2 meetings per year organised by the Agency.

#### **ARTICLE 9.5 – DISSEMINATION**

The beneficiary shall pay specific attention to the importance of dissemination, exploitation of results of the action and to their visibility at a transnational level.

In this respect, he shall create and maintain a website for the action. The website shall be kept up-to-date with at least: a description of the action, the contact details of the co-ordinator, the list of beneficiaries, mention of the European Union's financial support with the relevant logo (see Article 9.3 above) and access to the principal results, as and when they become available.

In addition, the beneficiary shall provide the Agency and/or the Commission with information requested in order to promote the ERASMUS+ Programme and disseminate the results. This may include answering questionnaires and entering data into databases.

#### **ARTICLE 9.6 – REDUCTION OF THE FINAL GRANT IN THE EVENT OF WEAK IMPLEMENTATION**

For the purpose of General Condition n ° 25.4, the Agency shall reduce the amount of the final grant relating to the staff costs in the event of weak implementation of the action.

#### **ARTICLE 9.7 – USE OF THE RESULTS OF THE ACTION**

For the purposes of General Condition n ° 8 the beneficiary agree that the right of the Agency and of the Commission to make free use of the results of the action shall include the rights to publish and to reproduce the final technical implementation report referred to in Article 4, provided it does not result in a breach of confidentiality obligations.

**ARTICLE 9.8 – SUBMISSION OF REPORTS AND OTHER DOCUMENTS, (APPLICABLE ONLY TO PROJECTS WITH DURATION GREATER THAN ONE YEAR)**

In addition to the provisions set out in the General Conditions n° 23 and 24 and Article 4, the provisions relating to the submission of the technical implementation report(s) and other documents contained in Annex IV, the following reporting arrangements shall apply:

- A technical implementation report for the first period of the project must be submitted no later than 31.08.2016.

The part describing the progress of the project will include, in particular:

- an evaluation of the results of the project compared to the initial objectives;
- comprehensive details on the development, progress and achievements of the project, including, where appropriate, information on interaction with other projects;
- a summary of the main results.

SIGNATURE

For the Agency



Ute HALLER-BLOCK

Head of Unit

Authorising Officer by Sub-delegation

Done at Brussels, on

In duplicate in English

13. 10. 2015



**Annexes:**

- Annex I Description of the action
- Annex II General Conditions (hereinafter referred to as “the General Conditions”)
- Annex III Estimated budget of the action
- Annex IV Procedure for determining the amount of the grant, technical implementation report(s) and other documents to be submitted (handbook)
- Annex V Model financial statement.
- Annex VI List of supporting documents: not applicable.
- Annex VII Model terms of reference for the operational verification report: not applicable

**ERASMUS+ PROGRAMME**

**GRANT DECISION FOR AN ACTION**

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**ANNEX I**

**DESCRIPTION OF THE ACTION**

The grant awarded aims at implementing the activities as they are described in the application form:

Registered by the Agency under the reference: 565087-EPP-1-2015-1-HU-EPPJMO-MODULE

Project title: Jean Monnet Module for European Public Policy

Submitted by : NEMZETI KOZSZOLGALATI EGYETEM

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**ANNEX II**

**GENERAL CONDITIONS**

Submission of a grant application implies the acceptance of these General Conditions. These General Conditions bind the beneficiary to whom the grant is awarded and shall constitute an annex to the Grant Decision.

Available on: [http://eacea.ec.europa.eu/about/eacea\\_documents\\_register\\_en.php](http://eacea.ec.europa.eu/about/eacea_documents_register_en.php)

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**ANNEX III**

**ESTIMATED BUDGET OF THE ACTION**

**FINANCIAL FORM**

Version 2015

**NB: Please consult the Call for Proposals 2015 EAC/A04/2014 and the Erasmus+ Guide before completing the Application form**

**notes:**

Most of the cells of this sheet are locked and cannot be modified.  
 Do not forget to select the type of activity from the drop-down menu at cell B38.  
 Do not forget to select your country from the drop-down menu at cell B40.  
 Between the different Headings, you can provide your data in the yellow cells. (At range of cells A46:D55)  
 With the information provided (Activity, Country and Teaching Hours) total Costs will be calculated automatically.  
 After completing the form, please check if different error messages appear after line 55  
 Print range of the form is A1:E86. The form should be printed on a A4 size paper.  
 Please consult the ERASMUS+ Programme Guide prior to completing the form.  
 Please note that all TOTALS are rounded to zero decimals.

**ESTIMATED Teaching Costs**

All figures in EURO

Please select the type of activity from the drop-down menu:

The EU grant for:

JEAN MONNET MODULE

is maximum :

30.000,00 €

For your country  
 (please select yours)

Hungary

the Teaching costs scale is

104,00 €

Teaching costs count per hour, per person are expressed in Euros

please complete the yellow cells

Name of the Professor	Year 1 Hours	Years 2 Hours	Year 3 Hours	TOTAL HOURS THREE YEARS
Dr. Boglárka Koller	30,00	30,00	30,00	90
Dr. Attila Marján	15,00	15,00	15,00	45
Dr. András Türke	15,00	15,00	15,00	45
				0
				0
				0
				0
				0
				0
<b>CONTROL</b>	<b>60,00</b>	<b>60,00</b>	<b>60,00</b>	<b>180,00</b>
<b>Total Hours</b>	<b>60,00</b>	<b>60,00</b>	<b>60,00</b>	

	Amounts	%
total teaching costs	18.720,00 €	
additional percentage for other activities	7.488,00	
<b>Total costs=</b>	<b>26.208,00 €</b>	<b>100,00%</b>
<b>Maximum EU Contribution</b>	<b>19.656,00 €</b>	<b>75,00%</b>
<b>Applicant Contribution</b>	<b>6.552,00 €</b>	<b>25,00%</b>

**ERASMUS+ PROGRAMME**

**GRANT DECISION FOR AN ACTION**

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**ANNEX IV**

**PROCEDURE FOR DETERMINING THE AMOUNT OF THE GRANT, TECHNICAL  
IMPLEMENTATION REPORT(S) AND OTHER DOCUMENTS TO BE SUBMITTED  
(HANDBOOK)**

Available on [http://eacea.ec.europa.eu/erasmus-plus/jean\\_monnet/jean\\_monnet\\_en.php](http://eacea.ec.europa.eu/erasmus-plus/jean_monnet/jean_monnet_en.php)

(please see the beneficiaries space section on the bottom of the web page)

**ERASMUS+ PROGRAMME**

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**ANNEX V**

**FINAL FINANCIAL STATEMENTS TO BE SUBMITTED**

To be published on [http://eacea.ec.europa.eu/erasmus-plus/jean\\_monnet/jean\\_monnet\\_en.php](http://eacea.ec.europa.eu/erasmus-plus/jean_monnet/jean_monnet_en.php)

(please see the beneficiaries space section on the bottom of the web page)