



Co-funded by the
European Union

PARTNERSHIP AGREEMENT
For a Project under the ERASMUS+ Programme

THE UNDERSIGNED

Hosting Organization

Asociación Eurokey Community
C/ Marques del Duero no 67 planta 1 puerta B
29670 Marbella, Málaga (SPAIN)

VAT number: G93383560

Represented by Kelly Ruiz-Knight- Projects Coordinator

and

Sending Organization

Zespół Szkolno – Przedszkolny w Porębie Radlnej
Poręba Radlna 119, 33-112 Tarnowiec

represented by Krystyna Olszówka - Łępa - headmaster

The title of the project: " **Qualified teachers for a better future for our students** "

The title of the course: Time and stress management.

The program of the course - in separate document

Dates of the course: 25 September – 2 October 2023 r.

On the other part,

HAVE AGREED THAT

ARTICLE 1 - SUBJECT MATTER OF THE AGREEMENT

- 1.1 This Partnership Agreement's aim is to regulate the cooperation for the implementation of a mobility project for staff in the framework of the Erasmus+ programme coordinated by the Sending Organization and in which the Hosting Organization is one of the partners.
- 1.2 The Sending Organization and the Hosting Organization undertake to carry out the work programme under the terms and conditions set out in the present agreement for the Project entitled **2022-1-PL01-KA122-SCH-000069109** (hereinafter referred to as "the Project") under the Erasmus+ Programme, Key Action 1.
- 1.3 The Project aim is to carry out one training course abroad for **7 participants**.
- 1.4 With the signature of this Agreement, the parties accept the conditions and agree to implement the Project together, acting on their own responsibility.

4/7

ARTICLE 2-ENTRY IN TO FORCE OF THE AGREEMENT AND DURATION

2.1 This Agreement is valid from the date in which the last party signs this agreement until 30 days after the end of the training course.

ARTICLE 3-OBLIGATIONS OF THE SENDING ORGANIZATION

The Sending Organisation undertakes to:

Select the participants and **organize the participants'** travel from the city of departure to the **to the city where the plane will land -Málaga .**

Prepare participants in collaboration with the Hosting Organization.

ARTICLE 4- OBLIGATIONS OF THE HOSTING ORGANIZATION

The Hosting Organisation undertakes to:

1. Organize the training course providing trainers, training facilities and training
2. Take care of the practical arrangements related to the mobility, in particular but not limited to: local transport, board and lodging, safety and protection, mentoring and support, cultural programme etc.
3. Establish appropriate and clear communication channels during the whole duration of the mobility.
4. Provide practical support if required.
5. Carry out regular communication with the other party by digital means.
6. Evaluate and monitor the progress of the mobility on an on-going basis and take appropriate actions if required.
7. Foster understanding of the culture and mentality of the host country.
8. Prepare the certificates needed for the recognition of the mobility.
9. Maintain emergency contact number available for participants and coordinator 24h/day.

ARTICLE 5-FINANCING

5.1 The financing shall be carried out on the basis of the financial means of the Erasmus+ programme.

5.2 The Sending Organization will receive the whole budget from its Erasmus+ National Agency and will transfer to the participants, who will pay personally in the host organization (individual support). Only the Training Course "TIME & STRESS MANAGEMENT" will be paid by bank transfer directly by the sending school. The Hosting Organization will be art he following costs:

- Trainers' fee, training facilities and training materials
- Monitoring and support of the participants
- Certification of learning outcomes
- Accommodation and boarding

5.3 The remaining 50% of the total amount will be transfer to the host partner account on day of arrival.

ARTICLE 6-PAYMENT ARRANGEMENTS

The Sending Organization shall pay to the Hosting Organization EUR € corresponding to the grant amount specified in Article 5. The Sending Organization shall carry out the payment not later than 7 days after the Hosting Organization has sent the invoice. It's possible to pay by cash by the participants.

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ARTICLE 7- CANCELLATION POLICY

8.1 Cancellation must be notified by e-mail. The following cancellation policy will be applied:

- For cancellations notified at least 2 weeks before the start of the course: refund of the 80% of the grant amount specified in Article 5
- For cancellations notified at least 7 days before the start of the course: refund of the 50% of the grant amount specified in Article 5

ARTICLE 8 - FINAL ARRANGEMENTS

9.1 Changes to this Agreement must be approved by both parties in written and shall become effective on the date signed by the last contracting party.

SIGNATURES:

In duplicate, in
English. Place..
MARBELLA
Date SEPT 2023

Place... Poręba Radlna
Date... 08.09.2023

For the Hosting Organization

Kelly Ruiz-Knight



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For the Sending Organization

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