

**Memorandum of Cooperation
between the Lead Partner and the Project Partner
within the project
“European Towns Fostering Intercultural Dialogue
and Combating Discrimination of Migrants and Minorities”
612749-CITIZ-1-2019-1-LV-CITIZ-NT**

This Memorandum was concluded in Carnikava, Latvia between the Carnikavas novada pašvaldība (ENG: Carnikava Municipality), Stacijas iela 5, Carnikava, Carnikavas novads, Registration number: 90000028989, represented by **Ms. Daiga Mierīņa** hereinafter referred to as the “Lead Partner”

and (name, address and country), represented by hereinafter referred to as the “Project Partner”

in order to implement the project "European Towns Fostering Intercultural Dialogue and Combating Discrimination of Migrants and Minorities", number 612749-CITIZ-1-2019-1-LV-CITIZ-NT, approved by The Education, Audiovisual and Culture Executive Agency in Brussels.

§ 1

The purpose of this Memorandum is to provide a guarantee of validity and sustainability of the project partnership during all stages of its implementation.

§ 2

- 2.1. By signing this Memorandum the Project Partner confirms its participation in the project "European Towns Fostering Intercultural Dialogue and Combating Discrimination of Migrants and Minorities", and undertakes not to resign from it until the official completion.
- 2.2. If there will occur a situation in which the Project Partner will be forced to withdraw from the project, it is required to provide a written explanation of the reasons for that decision and take all measures to minimize possible losses arising therefrom, including an indication of at least one new Project Partner to convey to it its tasks.

§ 3

- 3.1. This Memorandum shall be effective upon signature.
- 3.2. The validity of this Memorandum will expire on approval of the final report of the project "European Towns Fostering Intercultural Dialogue and Combating Discrimination of Migrants and Minorities" by The Education, Audiovisual and Culture Executive Agency.

§ 4

- 4.1. The Project Partner declares that it will adhere to the schedule, activities, results, indicators and the content transmitted and listed in the approved application form and its annexes.
- 4.2. The Project Partner is committed to participate actively in the project and care for the quality of the project throughout its duration, especially to take all possible means to participate in five international project Events with 2 representatives.
- 4.3. The Lead Partner agrees to reimburse the travel expenses up to 150,00 EUR per person for the participants of the five project international events who are representing the Project Partner in the matter. The travelling expenses will be reimbursed after the events upon the submission of travel documents and invoices that prove the travelling expenses (gasoline expenses, airplane tickets, etc.) by the Project Partner.
- 4.4. In case that travel expenses exceed the 150, 00 EUR per representative, the Project Partner shall cover the remaining costs unless the Lead Partner agrees to cover it fully or to some extent based on the analysis of the specific situation.
- 4.5. Project Partner undertakes to organize Local Activity as described in Project and Lead Partner undertakes to reimburse costs related to Local Activity in an amount not exceeding 1000.00 EUR. The expenses related to the Local Activity implemented by the Project Partner between May and October 2020 will be reimbursed upon the submission of financial documents by the Project Partner and invoices that prove the expenses. Eligible expenses in this matter are:
 - hire of a venue



- catering
- staff costs
- experts costs
- travel costs of experts/ trainers and participants
- communication means - promotion and dissemination
- printing materials.

§ 5

- 5.1. The Project Partner will apply tools of communication and promotion of the project in accordance with its application form.
- 5.2. Tools of communication and promotion should play an important role in any activities organized by the Project Partner in order to spread project results.

§ 6

The Project partner takes into consideration that the results of the project should be available to the public, and agrees to make them accessible to all interested parties.

§ 7

- 7.1. This Memorandum will be signed in English.
- 7.2. In the case of any discrepancy in the interpretation of the provisions of this Memorandum the English text is conclusive due to the fact that English is the working language of partnership implementing the project "European Towns Fostering Intercultural Dialogue and Combating Discrimination of Migrants and Minorities".

§ 8

This Memorandum shall be subjected to Latvian law as applicable to the Lead Partner.

§ 9

- 9.1. This agreement shall only be amended in writing and submitted for the approval of all the signatory "European Towns Fostering Intercultural Dialogue and Combating Discrimination of Migrants and Minorities" project partners.
- 9.2. The Lead Partner and the Project Partner agree not to withdraw from the project. If this were nonetheless to happen the Project Partner will be obliged to present a written approval of such withdrawal signed by all the Project Partners as well as shall endeavor to cover his contribution, either by assuming his tasks or by asking one or more new Project Partners to join the partnership.

§ 10

This Memorandum is executed in two copies, each for either Party.

The Lead Partner

The Project Partner

Carnikavas novada dome

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Ms. Daiga Mieriņa _____
(Chairman of the Council)

Carnikava, 15.11.2019.

Stamp

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