



Education, Audiovisual and Culture Executive Agency

Erasmus Mundus and External Cooperation

SPECIFIC GRANT AGREEMENT No/.¹
FOR AN ACTION

This specific grant agreement ("the agreement") is concluded between:

The Education, Audiovisual and Culture Executive Agency ("the Agency"), acting under powers delegated by the Commission of the European Communities, and represented by Mr. Joachim FRONIA, Head of Unit, of the Executive Agency,

of the one part,

and

[full official name]

[official legal form]

[official registration No]

[official address in full]

[VAT number],

("the partner"), represented for the purposes of signature of this agreement by [*name, forename and function*]

of the other part,

The following annexes form an integral part of the agreement:

- Annex I: List of doctoral candidates selected to participate in the Erasmus Mundus Joint Doctorate Programme**
- Annex II: Estimated budget for the action**
- Annex IIIa: Progress report form**
- Annex IIIb: Second pre-financing request form**
- Annex IV: Final report form**
- Annex V: Administrative and Financial Handbook**

Article 1 – Purpose of the agreement

The agreement is concluded in the context of the partnership established between the parties. It is drawn up in accordance with the relevant terms of framework partnership agreement No [...] signed between the Agency and the partner.

A Community grant has been awarded to the partner, under the terms and conditions set out in this agreement and the framework partnership agreement, which the partner hereby declares that he has taken note of and accepts, for the action entitled [] ("the action").

The partner accepts the grant and undertakes to do everything in his power to carry out the action as described in annex I, in accordance with the terms and conditions of the above-mentioned framework partnership agreement applicable to the implementation of the specific grant agreement, acting on his own responsibility.

Article 2 – Duration of the action

The agreement shall enter into force on the date when the last of the two parties signs.

The period of implementation of the action shall begin on [*insert date*] (the "starting date") and shall end on [*insert date*] (the "closing date").

The period of implementation of the action shall determine the period of eligibility for the Community grant.

Article 3 - Financing the action

The total budget for the action is estimated at EUR [...] as shown in the partner's estimated budget in annex II. The Agency shall finance the action up to EUR [...].

The final amount of the grant shall be determined as specified in Article II.17 of the framework partnership agreement, without prejudice to Article II.19 thereof.

Article 4 – Payment arrangements

4.1 Pre-financing:

Within 45 days of the date when the last of the two parties signs the agreement, a pre-financing payment shall be made to the partner representing 70% of the maximum amount of the grant specified in Article 3.

4.2 Further pre-financing:

A further pre-financing payment may not be made until at least 70% of the previous pre-financing payment has been used up.

The request for the second pre-financing payment must be submitted by using the documents specified in annex IIIb of this specific grant agreement.

The Agency shall have 90 days to either approve the report and execute the further pre-financing payment or to reject the report, request additional supporting documents or information under the procedure laid down in Article II.15.2 of the framework partnership agreement. In that case, the partner shall have 15 days to submit the additional information requested or 30 days to submit a new report.

The Agency may suspend the period for payment in accordance with the procedure in Article II.15.2 of the framework partnership agreement.

4.3 Financial Closure:

The partner shall submit a final report by using the report form in annex IV to this specific grant agreement.

The Agency shall have 90 days to approve the report and establish the financial closure or to reject the report, request additional supporting documents or information under the procedure laid down in Article II.15.3 of the framework partnership agreement. In that case, the partner shall have 15 days to submit the additional information requested or 30 days to submit a new report.

The Agency may suspend the above-mentioned 90 day period in accordance with the procedure in Article II.15.3 of the framework partnership agreement.

A possible recovery representing the balance of the grant determined in accordance with Article II.18 of the framework partnership agreement shall be made by the Agency following approval by the Agency of the final report.

Article 5 – Submission of reports and other documents

The provisions relating to the submission of reports and other documents referred to in Article 4 (Payment arrangements) must be submitted in one original, one copy as well as an electronic version in one of the official languages of the European Community in accordance with the following schedules;

	<u>Three-year Joint Doctorate</u>	<u>Four-Year Joint Doctorate</u>
- Progress Report	on 15 March N+1	on 15 March N+1
- Second pre-financing request	when at least 70% of the first pre-financing has been spent	
- Final Report	by 15 September N+3	by 15 September N+4

N= the year in which the period of implementation starts (see article 2)

SIGNATURES

For the partner

[name / forename / *function*]

[signature]

Done at [place], [date]

In duplicate

For the Agency

FRONIA, Joachim

[signature]

Done at Brussels, [date]

SPECIFIC GRANT AGREEMENT NUMBER - «NO_REF» - EMJD

Annex I

List of doctoral candidates selected to participate in the Erasmus Mundus Joint Doctorate Programme

SAMPLE

SPECIFIC GRANT AGREEMENT NUMBER - «NO_REF» - EMJD

Annex II

Estimated Budget of the Action

SAMPLE

SPECIFIC GRANT AGREEMENT NUMBER - «NO_REF» - EMJD

Annex IIIa

**Form to be used for the submission of the
Progress Report**

In preparation

SAMPLE

SPECIFIC GRANT AGREEMENT NUMBER - «NO_REF» - EMJD

Annex IIIb

Form to be used for the submission of the

Request for second pre-financing

In preparation

SAMPLE

SPECIFIC GRANT AGREEMENT NUMBER - «NO_REF» - EMJD

Annex IV

Form to be used for the submission of the

Final Report

In preparation

SAMPLE