



EUROPEAN COMMISSION
DG [...]
[Directorate]
[Unit]

SPECIFIC GRANT AGREEMENT

SPECIFIC AGREEMENT NUMBER – [...]

This specific agreement (hereinafter referred to as “the Specific agreement”) is concluded between:

The **European Union** (hereinafter referred to as “the Union”), represented by the European Commission (hereinafter referred to as “the Commission”), represented for the purposes of signature of the Specific agreement by [function, DG/service, forename and surname],

of the one part,

and

[full official name] ([ACRONYM])

[official legal status or form]

[official registration no.]

[official address in full]

[VAT number],

hereinafter referred to as “the partner”, represented for the purposes of signature of the Specific agreement by [function, forename and surname],

of the other part.

The following annexes form an integral part of the Specific agreement:

Annex I [Description of the action] [Work programme of the partner]: [...] page(s)

Annex II Estimated budget: [...] page(s)

ARTICLE 1 – SUBJECT MATTER OF THE SPECIFIC AGREEMENT

The Specific 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 Commission and the partner on [insert the date on which the last party has signed the Framework agreement] (hereinafter referred to as “the Framework agreement”).

[Option 1 – specific grants for an action:

The Commission has decided to award a grant (“specific grant for an action”), under the terms and conditions set out in the Specific agreement and the Framework agreement, for the action entitled [insert title of the action in bold] (“the action”) as described in Annex I.

With the signature of the Specific agreement, the partner accepts the grant and agrees to implement the action in accordance with the terms and conditions of the Specific agreement and the Framework agreement, acting on its own responsibility.]

[Option 2 –specific operating grants:

The Commission has decided to award a grant (“specific operating grant”), under the terms and conditions set out in the Specific agreement and the Framework agreement, for the work programme of the partner, as described in Annex I, which corresponds to the statutory activities and objectives of the partner.

With the signature of the Specific agreement, the partner accepts the grant and agrees to implement the work programme in accordance with the terms and conditions of the Specific agreement and the Framework agreement, acting on its own responsibility.

The generic term “action” used hereinafter in the Specific agreement shall mean the work programme of the partner as described in Annex I.]

ARTICLE 2 – ENTRY INTO FORCE OF THE SPECIFIC AGREEMENT AND DURATION

2.1 The Specific agreement shall enter into force on the date on which the last party signs.

2.2 The action shall run for [...] months as of [*one of the following options:*] [the first day following the date when the last party signs the Specific agreement] [the first day of the month following the date when the last party signs the Specific agreement] [insert date] (“the starting date”). The above period shall be determined on the basis of calendar days.

ARTICLE 3 – MAXIMUM AMOUNT AND FORM OF THE GRANT

The grant shall be of a maximum amount of EUR [...] and shall take the form of:

- (a) The reimbursement of [...] % of the eligible costs of the action (“reimbursement of eligible costs”), which are estimated at EUR [...] and which are:
- (i) actually incurred (“reimbursement of actual costs”) for the direct costs for the partner [and the affiliated entities]
 - (ii) reimbursement of unit costs: not applicable
 - (iii) reimbursement of lump sum costs: not applicable
 - (iv) declared on the basis of a flat-rate of 7% of the eligible direct costs (“reimbursement of flat-rate costs”) for the indirect costs for the partner [and the affiliated entities]
 - (v) reimbursement of costs declared on the basis of the partner’s usual cost accounting practices: not applicable
- (b) Unit contribution: not applicable
- (c) Lump sum contribution: not applicable
- (d) Flat-rate contribution: not applicable

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

4.1 Reporting periods, payments

In addition to the provisions set out in Articles II.23 and II.24 of the Framework agreement, the following reporting and payment arrangements shall apply:

- Upon entry into force of the Specific agreement, a pre-financing payment of [...] % of the maximum amount specified in Article 3 shall be paid to the partner[subject to the receipt of a guarantee of an amount equal to the pre-financing to be paid];
- [- A second pre-financing payment of [...] % of the maximum amount specified in Article 3 shall be paid to the partner, subject to having used at least 70% of the previous pre-financing instalment paid[and to the receipt of a guarantee of an amount equal to the pre-financing instalment to be paid];]
- Sole reporting period from the starting date to the end of the period set out in Article 2.2: The balance shall be paid to the partner[, subject to the receipt of a certificate on the financial statements and underlying accounts (“certificate on the financial statements”)].

[By way of derogation from Article II.23.2(d) of the Framework agreement, the partner shall not submit a certificate on the financial statements.]

4.2 Time limit for payments

The time limit for the Commission to make payment of the balance is 90 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.

ARTICLE 5 – BANK ACCOUNT FOR PAYMENTS

All payments shall be made to the partner’s bank account as indicated below:

- Name of bank: [...]
- Address of branch: [...]
- Precise denomination of the account holder: [...]
- Full account number (including bank codes): [...]
- IBAN code: [...]

ARTICLE 6 – OTHER SPECIAL CONDITIONS

[Either:] [Not applicable.] [or the following text:]
[...]

SIGNATURES

For the partner,
[forename/surname]

For the Commission,
[forename/surname]

.....

.....

Done at

Done at [Brussels][Luxembourg]

on (date)

on (date of C.A.D. stamp)

In duplicate in English