



SUBSIDY CONTRACT for the EU contribution

Application form ID: SKHU/1902/4.1/048

Project acronym: FUMU

Project title: Capacity building in partnership across borders for future museums

Interreg V-A Slovakia-Hungary
Cooperation Programme



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SUBSIDY CONTRACT

for the implementation of the

Project No: SKHU/1902/4.1/048,
with acronym: FUMU

within the Interreg V-A Slovakia-Hungary
Cooperation Programme

The following Subsidy contract (hereinafter referred to as the Contract) is concluded between the

Ministry of Foreign Affairs and Trade

acting as the Managing Authority of the Interreg V-A Slovakia-Hungary Cooperation Programme (hereinafter referred to as the Managing Authority)

Address: 1027 Budapest, Bem rakpart 47., Hungary

Tax number: 15311344-1-41

on one hand,

and

Szabadtéri Néprajzi Múzeum / Hungarian Open Air Museum

Address: 2000 Szentendre, Sztaravodai út 75., Hungary

Tax number: 15321154-2-13

Represented by: Miklós Cseri, general director
acting as the Lead Beneficiary

on the other hand,

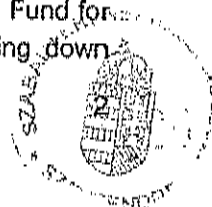
hereinafter jointly referred to as the Parties,

based on the following legal framework:

- REGULATION (EU, Euratom) 2018/1046 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing;
- Regulation (EU, Euratom) No 966/2012;
- Regulation (EU) No 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down

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general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006 (hereinafter referred to as the Common Provisions Regulation, CPR);

- Regulation (EU) No 1301/2013 of the European Parliament and of the Council of 17 December 2013 on the European Regional Development Fund and on specific provisions concerning the investment for growth and jobs goal and repealing Regulation (EC) No 1080/2006;
- Regulation (EU) No 1299/2013 of the European Parliament and of the Council of 17 December 2013 on specific provisions for the support from the European Regional Development Fund to the European territorial co-operation goal (hereinafter referred to as the ETC Regulation);
- Commission Delegated Regulation (EU) No 481/2014 of 4 March 2014 supplementing Regulation (EU) No 1299/2013 of the European Parliament and of the Council with regard to specific rules on eligibility of expenditure for cooperation programmes;
- Commission Regulation (EU) No 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid;
- Commission Decision 2012/21/EU (notified under document C(2011) 9380) of 20 December 2011 on the application of Article 106(2) of the Treaty on the Functioning of the European Union to State aid in the form of public service compensation granted to certain undertakings entrusted with the operation of services of general economic interest;
- Commission Regulation (EU) No 651/2014 of 17 June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty.

The following regulations and guidelines have to be also respected in the framework of the present Contract:

- the Interreg V-A Slovakia-Hungary Cooperation Programme, approved by the European Commission on 30 September 2015 by Decision Ref No C(2015) 6805, modified on 1 September 2016 by Decision Ref No C(2016)5653 and on 29 October 2018 by Decision Ref No C(2018) 7237 (hereinafter referred to as the Programme);
- EU rules regarding EU horizontal policies such as the rules for competition and entry into the markets, the protection of the environment, the equal opportunities between men and women and public procurement;
- Communication from the Commission on the application of the European Union State aid rules to compensation granted for the provision of services of general economic interest (2012/C 8/02);
- national rules applicable to the Lead Beneficiary and the Beneficiaries (Lead Beneficiary and Beneficiaries hereinafter also referred to together as Project partners);

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- Hungarian Government Decree No 44/2016. (III. 10.) on state aid rules in implementation of European Territorial Cooperation Programmes in the period 2014-2020
- documents of the relevant Call for proposals of the Programme, published on the Programme website (hereinafter referred to as the Call for proposals);
- the Beneficiary's manual for the Interreg V-A Slovakia-Hungary Cooperation Programme, laying down the programme specific rules for the implementation of the projects (hereinafter referred to as the Beneficiary's manual);
- the Guide on eligible expenditures for the Interreg V-A Slovakia-Hungary Cooperation Programme (hereinafter referred to as the Guide on eligible expenditures);
- the Visibility guide for projects in the Interreg V-A Slovakia-Hungary Cooperation Programme, laying down the programme specific rules on information and publicity measures of the projects (hereinafter referred to as Visibility guide for projects);
- the relevant national level legislation governing the rules of public procurement procedures in Hungary and Slovak Republic.



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(1) Article
Award of subsidy

- 1.1. In accordance with the decision of the Monitoring Committee, dated 13/07/2020, an earmarked subsidy is awarded to the Lead Beneficiary from the ERDF funding under the Interreg V-A Slovakia-Hungary Cooperation Programme for the implementation of the project No SKHU/1902/4.1/048 with the acronym FUMU entitled Capacity building in partnership across borders for future museums (hereinafter referred to as the Project).

151 273,14 EUR

Maximum EU contribution awarded: *say: one hundred and fifty-one thousand,
two hundred and seventy-three euros and
fourteen cents*

177 968,40 EUR

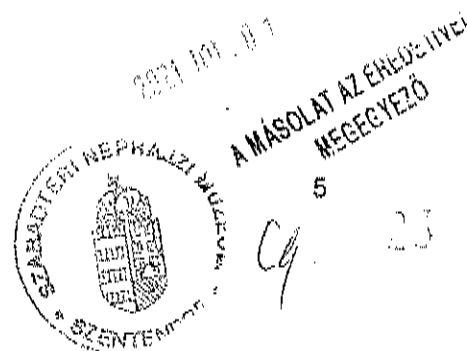
*Total project budget:
(including Lead Beneficiary and the
other Beneficiaries)* *say: one hundred and seventy-seven
thousand, nine hundred and sixty-eight
euros and forty cents*

- 1.2. If the subsidy to be received for the implementation of the project is affected by State aid, detailed rules can be found in Annex IV.
- 1.3. The EU co-financing rates per Beneficiary (including the Lead Beneficiary) are set in Annex I of the Contract. As a general rule, the EU co-financing rates per Beneficiary (including the Lead Beneficiary) cannot exceed 85 per cent of the total eligible expenditures.
- 1.4. The maximum amount of EU contribution awarded for the Project cannot be exceeded without decision of the Monitoring Committee.
- 1.5. Should the total eligible costs after the completion of the Project is lower than the budgeted amount, the above-mentioned EU contribution awarded under the Programme will be correspondingly reduced according to the EU co-financing rates per Project partners set in Annex I.
- 1.6. Reimbursement of the EU contribution is under the condition that the European Commission makes the funds available to the above-described extent and the Memorandum of Understanding signed by the two Member States is in force.

If the European Commission fails to make the funds available or if the Memorandum of Understanding signed by the Member States is no longer in force, the Managing Authority will be entitled to withdraw from the present Contract.

(2) Article
Duration of the Project

- 2.1. Project starting date: 01/03/2021



- 2.2. Project end date: 30/06/2022
- 2.3. The project activities have to be carried out and finalised within the project implementation period, and project expenditure – with the exception of preparation costs – has to be incurred within the project implementation period as defined by *Articles 2.1. and 2.2.* and paid according to the Guide on eligible expenditures.
- 2.4. Preparation costs can only be eligible if they were incurred on or after 1 January 2014 and before the start date of the project and paid according to the Guide on eligible expenditures.

(3) Article
Object of use

- 3.1. The EU contribution is awarded exclusively for the implementation of the Project as it is described in the Application form and its annexes and documents attached to present contract as Annex I. The contract and its Annexes are to be taken as mutually explanatory of one another. For the purposes of interpretation, the priority of the documents shall be in accordance with the following sequence:
- a) Subsidy contract
 - b) Any subsequent amendments of the contract and its Annexes made in accordance with the provisions of *Article 10.*
- 3.2. Project expenditure which qualifies for the EU contribution awarded according to *Article 1.1.* consists exclusively of project expenditure related to the project activities listed in the Application form approved by the Monitoring Committee. The rules for the eligibility of expenditure are set in the Guide on eligible expenditures. The relevant EC regulations in force, in particular Articles 18 to 20 of the ETC Regulation and the rules contained in Commission Delegated Regulation (EU) No 481/2014, furthermore the national eligibility rules have to be respected. In case of contradiction between the above-mentioned rules, the stricter rule shall apply.

(4) Article
Reporting and Applications for Reimbursement

- 4.1. The Lead Beneficiary can only submit an Application for Reimbursement to the Joint Secretariat if it is accompanied by proof of progress of the Project. Therefore, the Lead Beneficiary has to submit a Report (*means Project report or Final project report*) alongside each Application for Reimbursement, consisting of the description of the activities carried out and their outputs and results during the reporting period, further consisting of a financial report presenting the financial progress of the Project compared to the Application form. Even if no expenditures were incurred in a reporting period, the Project report (*and the Final project report*) shall be submitted in due time to the Joint Secretariat.

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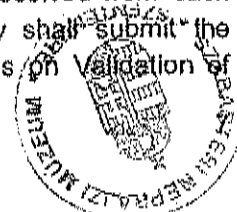
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- 4.2. The Lead Beneficiary has to submit the Project report and the Application for Reimbursement for each four-month reporting period from the project starting date indicated in *Article 2.1*. The Reports and the Applications for Reimbursement have to be submitted to the Joint Secretariat within 90 calendar days from the end date of each reporting period. The reporting periods and the actual deadlines for submission are indicated in *Article 4.14*.
- 4.3. Additional obligatory deadlines to submit an Application for Reimbursement may be set by the Managing Authority in order to avoid decommitment of EU contribution at programme level.
- 4.4. The first Project report and Application for Reimbursement have to cover the preparation costs of the Project as well as the first reporting period as indicated in *Article 4.14*. Only budget lines foreseen in the present Contract and only Project partners involved according to the Application form can be considered for Application for Reimbursement.
- 4.5. The Final project report and Application for Reimbursement have to be submitted to the Joint Secretariat within 90 calendar days after the end date of the Project as indicated in *Article 2.2*.
- 4.6. The language of each report is English. The forms and tools of the Report, Application for Reimbursement and the Declaration on Validation of Expenditure are defined for the Programme and are obligatory to use. The Lead Beneficiary has to complete and submit the Reports and the Applications for Reimbursement according to the Beneficiary's manual.
- 4.7. The Application for Reimbursement submitted by the Lead Beneficiary shall contain only validated expenditure and shall be supported by the Declarations on Validation of Expenditure issued by the designated Control Bodies. Therefore, each partner has the obligation to ensure that its expenditures are checked and validated by a controller from the state on whose territory it is located, before the reimbursement request is submitted.
- 4.8. The Lead Beneficiary shall ensure that the expenditure presented by the Project partners has been incurred for the purpose of implementing the Project and that it corresponds to the activities agreed between the Project partners as described in *Annex I*.
- 4.9. In compliance with Point 2 (d) of Article 13 of the ETC Regulation, the Lead Beneficiary shall ensure that the expenditure presented by each Beneficiary has been validated by the designated Control Body. The designated Control Bodies and the base for national level control requirements for both Member States are available in the Guide on eligible expenditures.
- 4.10. In case the Declarations on Validation of Expenditure are not received from each Beneficiary for a given reporting period, the Lead Beneficiary shall submit the Application for Reimbursement on the basis of the Declarations on Validation of

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Expenditure available for the reporting deadline. The expenditures of the Project partners not submitted for validation for the given reporting period within the deadline can be requested only for the next reporting deadline to the reporting period concerned, with the exception of preparation costs. Preparation costs can be requested only in the first reporting period. In other case the decision of the Monitoring Committee is needed.

- 4.11. The Lead Beneficiary shall submit the Application for Reimbursement in EUR, based on the Declarations on Validation of Expenditure issued in EUR by the designated Control Bodies of the Project partners.
- 4.12. Project partners from Member States which have not adopted the EUR as their currency shall convert into EUR the amounts of expenditure in the list of invoices incurred in national/or other currency before submission for validation to the responsible Control Body of the Member State. The expenditures shall be converted into EUR using the monthly accounting exchange rate¹ of the European Commission in force in the month during which that expenditure is firstly submitted in the given reporting period for validation by the Project partners to the Control Body.
- 4.13. The exchange rate risk is borne by the Lead Beneficiary or Beneficiary concerned.
- 4.14. The Lead Beneficiary shall request the reimbursement of the EU contribution on the basis of the following table:

	Reporting period	Deadline for submission of the Project reports and Applications for Reimbursement	Indicative spending forecast of ERDF contribution
1	01/03/2021 - 30/06/2021	28/09/2021	9 350,00
2	01/07/2021 - 31/10/2021	29/01/2022	39 100,00
3	01/11/2021 - 28/02/2022	29/05/2022	59 245,00
4	01/03/2022 - 30/06/2022	28/09/2022	43 578,14
Total			151 273,14

- 4.15. The Lead Beneficiary has the possibility to deviate from the indicative spending forecasts considering that in case of "n+3" decommitment resulting from underspending compared to the spending forecast, the Managing Authority is entitled to decommit the Project by reducing the original project budget and the corresponding EU contribution.

¹ The monthly exchange rates of the European Commission are available at the website of the European Commission: http://ec.europa.eu/budget/contracts_grants/info_contracts/infoeuro/index_en.cfm



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- 4.16. In case of a decision on the decommitment of the Project, the Managing Authority initiates the amendment of the present Contract. The modification of the contract in case of decommitment at project level shall take the form of a decision of the Managing Authority, which will be notified to the Lead Beneficiary, and which becomes part of the contract. In case of a decision on the decommitment of the project, the Lead Beneficiary shall submit a revised budget and Application Form, reflecting the decommitment, within two weeks following the receipt of MA's notification. In case of failure to respect the deadline, the decommitment shall be applied proportionally to all budgetary lines.
- 4.17. The Lead Beneficiary shall submit Project follow-up reports concerning investment type of projects, proving the sustenance of the project outputs. Details about the content and submission of Project follow-up reports are regulated in the Beneficiary's manual valid for the given Call for proposals.
- 4.18. The Lead Beneficiary has to provide immediate information to the Joint Secretariat about circumstances which delay, hinder or make impossible the implementation of the Project, as well as about any circumstances which represent a change of the reimbursement conditions and frameworks as laid down in the present Contract or which entitle the Managing Authority to reduce or demand repayment of the EU contribution entirely or in part. Immediate information shall also be provided in case the Project has not been or cannot be fully implemented by carrying out the planned activities and results moreover by achieving at least 80 per cent of the quantifiable output indicators or if the Project cannot or could not be implemented in due time. In case the Project cannot be implemented in line with the time schedule determined in the Annex I as well as in line with the payment schedule specified in Point 13 of the present Article, the fact has to be reported via Project report to the Joint Secretariat. This reporting of underspending does not exempt for the possible n+3 decommitment.

(5) Article

Reimbursement of EU contribution to the Lead Beneficiary

- 5.1. The reimbursement of EU contribution to the Lead Beneficiary will be initiated only after the verification and acceptance of the Report and of its annexes, the Application for Reimbursement and the Declarations on Validation of Expenditure.
- 5.2. The Lead Beneficiary may be requested a completion of the Report and of the Application for Reimbursement during the verification process by the Joint Secretariat. After the second unsuccessful request/notice for completion, the Report and the Application for Reimbursement may be rejected. If the Report contains ineligible expenditure, the Joint Secretariat is entitled to send it back to the Lead Beneficiary or initiate irregularity procedure. In this case the Lead Beneficiary shall re-submit the Application for Reimbursement to the Joint Secretariat. In case the Final project report and the Application for Reimbursement are rejected, the Lead Beneficiary shall be informed about the possible/applied sanctions (e.g. suspension of the last payment, repayment of subsidy, withdrawal from the Contract).



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- 5.3. Following the approval of the Final project report the Joint Secretariat initiates the financial closing of the Project in order to calculate the exact amount of EU contribution to be paid to the Project. Financial closing cannot be initiated in case other processes related to the Project are not closed such as irregularity and recovery procedures. After the final payment to the Lead Beneficiary, the Project is considered closed. While the Project is considered closed, audits might be carried out during the programme period and/or within the timeframe stipulated in Article 140(1) of the CPR and further detailed in the Beneficiary's manual. During this period, irregularity procedures and repayments can be initiated related to the Project.
- 5.4. The reimbursement of EU contribution will be authorised by the Certifying Authority. In case the EU contribution balance of the programme single bank account handled by the Certifying Authority does not cover the amount to be reimbursed, the reimbursement process will be suspended until the transfer of the EU contribution from the European Commission is credited to the programme single bank account.
- 5.5. For receiving the reimbursement of EU contribution and for the transfers of EU contribution to the Beneficiaries, the Lead Beneficiary has to open a separate EUR bank account exclusively for the Project.
- 5.6. The EU contribution will be reimbursed in EUR exclusively and will be transferred to the following separate project EUR bank account indicated by the Lead Beneficiary:

IBAN account number:	HU67 1000 4885 1000 8016 0015 8835
SWIFT code:	HUSTHUB
Bank name:	Magyar Államkincstár
Bank address:	1054 Budapest, Hold u. 4

- 5.7. The Lead Beneficiary has to officially notify the Joint Secretariat in written form in case of a change of the separate project bank account within 15 calendar days or with the submission of the Application for Reimbursement at the latest. In case the Lead Beneficiary fails to properly inform the Joint Secretariat on the details of its separate bank account, all consequences, including those of financial nature, shall be borne by the Lead Beneficiary.
- 5.8. The Lead Beneficiary is responsible for transferring the EU contribution to the Beneficiaries according to the approved Application for Reimbursement, within the timeframe agreed in the signed Partnership agreement, and will make no deduction, retention or further specific charge from the ERDF amounts it receives.
- 5.9. Bank statements proving the management of the separate project bank account and the transfer of funds from the Lead Beneficiary to the Beneficiaries have to be presented to the Joint Secretariat attached to the Reports. Bank statement proving that the Lead Beneficiary transferred the EU contribution approved in the Final project

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report to the Beneficiary(ies) must be submitted to the Joint Secretariat within 5 (five) working days from the transfer.

(6) Article
Double funding

- 6.1. The expenditures shall not be double funded by any other European and/or national funds.

(7) Article
Representation of the Project partners, liability and additional obligations of the Lead Beneficiary

- 7.1. In order to lay down the arrangements for its relations with the Beneficiaries the Lead Beneficiary is responsible to conclude a Partnership agreement with them.
- 7.2. The Lead Beneficiary represents the partnership as defined in the Partnership agreement and is the only direct contact between the Project and the programme management bodies. The Lead Beneficiary shall be responsible for ensuring the efficient implementation of the entire Project. To this end, the Lead Beneficiary shall coordinate the implementation of the project in due time according to the provisions of the present contract and of the national and European legislation, and undertake among others:
- a) to co-ordinate the start of the Project as set in *Article 2.1*;
 - b) to co-ordinate the implementation of the Project according to the time schedule agreed upon in the present Contract and in Annex I;
 - c) to guarantee the sound financial management of the funds allocated to the Project, including the arrangements for recovering amounts unduly paid;
 - d) to meet the reporting requirements and ensure any other documentation obligations;
 - e) to ensure that the expenditure presented by the Lead Beneficiary and by the Beneficiaries has been paid for the purpose of implementing the Project and to ensure that it corresponds to the activities agreed between the members of the partnership and indicated in Annex I;
 - f) to verify that the expenditure presented by the Lead Beneficiary and the other Beneficiaries has been validated by the designated Control Bodies;
 - g) to collect documents and information from the Beneficiaries in order to present Project reports and Applications for Reimbursement;



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- h) to comply with EU regulations, as referred to in the preamble of the present Contract, and with the relevant national legislation for the whole partnership with special regard to public procurement, State aid, publicity, furthermore rules on sustainable development and equal opportunities;
 - i) to transfer the EU contribution correctly and within the timeframe agreed in the Partnership agreement upon receipt to the other Beneficiaries and in full, no specific charge or other charge with equivalent effect shall be levied which would reduce these amounts for the Beneficiaries; in case of a claim for repayment from the Managing Authority, the Lead Beneficiary cannot exculpate itself with the argument of the transfer of the funds;
 - j) to maintain separate accounting for project implementation purposes in a manner ensuring the identification of each financial operation within the Project;
 - k) to ensure the sustainability of the project results.
- 7.3. The Lead Beneficiary bears responsibility for the activities of the other Beneficiaries and the sub-contractors like its own activities.
- 7.4. The Lead Beneficiary takes full responsibility for the damages caused to third parties from its own fault during the implementation of the Project. The Managing Authority has no responsibility for the damages caused to third parties as a result of executing the Contract.
- 7.5. The Lead Beneficiary is liable towards the Managing Authority for ensuring that the Project partners fulfil their obligations under this Contract.

(8) Article
Procurement rules

- 8.1. According to 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 and repealing Council Regulation (EC, Euratom) No 1605/2002 and other relevant regulations, the projects contracted under the Programme have to manage the procurement of services, supplies / goods / equipment and works in accordance with national procurement rules in force depending on the seat/branch office of the given organisation.
- 8.2. Documents which should be submitted to support validation of costs related to procurements below national threshold are listed in the Guide on eligible expenditures.

(9) Article
Information and publicity

- 9.1. The Lead Beneficiary and all Project Partners undertakes to fulfil the information and publicity measures set out in the Visibility guide for projects, with the aim of promoting

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the fact that co-financing is provided from EU contribution available under the Interreg V-A Slovakia-Hungary Cooperation Programme, furthermore it undertakes to ensure the adequate promotion of the Project.

- 9.2. The Lead Beneficiary shall ensure that all project official communication (e.g. any notice, publication, website or project event, including conferences or seminars) specifies that the Project has received funding from the EU within the framework of the Interreg V-A Slovakia-Hungary Cooperation Programme, by following the instructions detailed in the Visibility guide for projects.
- 9.3. Any notice or publication by the Project partners, in whatever form and on or by whatever medium, must specify that it reflects the author's views and that the Managing Authority is not liable for any use that may be made of the information contained therein.
- 9.4. The Managing Authority / Joint Secretariat shall be authorised to publish, in any kind of form and on or by any kind of medium the following pieces of information:
- a) the title and the acronym of the Project;
 - b) the name and contact details of the Lead Beneficiary and of the Beneficiaries;
 - c) the amount of subsidy and the EU co-financing rate;
 - d) the purpose of the EU contribution (i.e. the Project's overall objective);
 - e) the geographical location of the Project;
 - f) project results, evaluations and summaries;
 - g) other information about the Project, if considered relevant.
- 9.5. The Lead Beneficiary shall ensure the proper means of communication between the Project and the Programme, including:
- a) participation, whenever requested, in Lead Beneficiary trainings organised by the Joint Secretariat;
 - b) participation, whenever requested, in other events organised by the programme management bodies with the purpose of presenting / discussing / developing / sharing project results and creating synergies with other projects and relevant organisations;
 - c) providing a visible link on the Project's web site (if any) to the Programme website – www.skhu.eu.



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(10) Article

Amendments to the Contract and other project changes

- 10.1. The Lead Beneficiary has to request the modification of the Contract in case of substantial changes in the Project which are the following:
- a) changes in the composition of the project partnership (except legal succession);
 - b) substantial changes in the content of the Project (resulting in a more than 20 per cent deviation from the quantified output indicator(s));
 - c) changes in project activities (either introducing new ones or replacing old ones);
 - d) financial reallocations between the cost categories exceeding 20 per cent of either affected expenditure category and exceeding 10 000,00 EUR within the budget of the Lead Beneficiary or the particular Beneficiary;
 - e) prolongation of the project duration.
- 10.2. Modifications of the Contract cannot affect the basic purpose of the Project as approved by the Monitoring Committee.
- 10.3. Any request (except from the decommitment decision of the MA) for a modification of the Contract has to be justified and submitted by the Lead Beneficiary to the Joint Secretariat in a written form, as regulated in the Beneficiary's manual. The Joint Secretariat will process the request for modification and will submit it for approval to the Managing Authority or the Monitoring Committee, according to the type of modification requested. The Lead Beneficiary can be contacted if any further clarification of the submitted modification request or change in the project is necessary. The Addendum to the Contract has to be signed by both Parties according to the approval of the Managing Authority / Monitoring Committee according to the Beneficiary's manual.
- 10.4. Budget reallocations between the Lead Beneficiary and the other Beneficiaries, furthermore budget reallocations between the other Beneficiaries are not allowed.
- 10.5. The Addendum to the Contract enters into force on the date of signature by the last of the Parties. The date from which the changes contained in the Addendum shall be effective is to be explicitly identified in the text of the Addendum.
- 10.6. Other changes in the Project than listed in Article 10.1 will not require Contract modification, but the Lead Beneficiary has to notify the Joint Secretariat in a written form providing description and justification of a change. The change is approved once the Lead Beneficiary receives a confirmation from the Joint Secretariat that the project change is accepted. Examples of these changes are as follows:
- a) changes of addresses, contact details, statutory representative/s, contact person/s;

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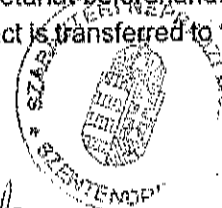


- b) changes of bank accounts of Lead Beneficiary and the other Beneficiaries;
 - c) changes in project activities (specification/description);
 - d) changes in project timetable (not having impact on the overall project duration);
 - e) changes in budget items provided that they do not affect the basic purpose of the project approved by the Monitoring Committee; and
 - f) financial reallocations within cost categories or in between the cost categories equalling or not exceeding 20 per cent of either affected expenditure category or equalling or not exceeding 10 000,00 EUR within the budget of the Lead Beneficiary or the particular Beneficiary;
- 10.7. Detailed rules describing each case of Contract modification or other changes in the Project are set in the Beneficiary's manual.
- 10.8. Request for modification of the Contract and/or changes related to the budget of the Lead Beneficiary and other Beneficiaries can be requested only once during a reporting period of the Project.
- 10.9. The limit of budget reallocation is calculated from the concluded original Contract, therefore accumulation of changes is counted together and rules are applied accordingly. By its nature, any increase of budget of a expenditure category(ies) on one side leads to a reduction of budget of other expenditure category(ies) on the other side, therefore either effected expenditure categories are counted concerning to the rule. All indicated changes in the Project have to respect the rules of the Call for proposals and Applicant's manual and Guide on eligible expenditures, e.g. meaning that if a limit for a certain type of cost was given in the Guide on eligible expenditures, the notified (initiated) change has to respect the limit as well.

(11) Article
Assignment, legal succession

- 11.1. The Managing Authority is entitled at any time to assign its rights under the present Contract. In case of assignment the Managing Authority will inform the Lead Beneficiary without delay.
- 11.2. The Lead Beneficiary is allowed to assign all or parts of its duties and rights under the present Contract only after prior decision of the Monitoring Committee and written consent of the Managing Authority.
- 11.3. In case of legal succession the Parties are obliged to transfer all duties under the present Contract to the legal successor. The Parties shall notify each other about any change beforehand. In case of legal succession affecting the Lead Beneficiary or a Beneficiary the Lead Beneficiary shall notify the Joint Secretariat beforehand. In case of legal succession -- as all duties under the present Contract is transferred to the legal successor -- therefore the Contract shall not be modified.

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(12) Article
Audit rights

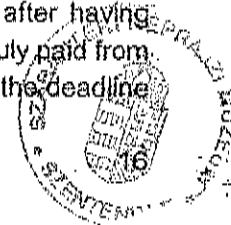
- 12.1. The responsible auditing bodies of the EU and, within their responsibility, the auditing bodies of the Member States, as well as the Audit Authority, the Managing Authority, the Joint Secretariat and the Certifying Authority of the Programme are entitled to audit the proper use of funds by the Lead Beneficiary and by the Beneficiaries or to arrange for such an audit to be carried out by authorised persons.
- 12.2. The Lead Beneficiary shall produce all documents required for the audit, provide necessary information and give access to its business premises. The Lead Beneficiary is obliged to retain for audit purposes all files, documents and data about the Project for at least until the time as specified in Article 140(1) of the CPR and further detailed in the Beneficiary's manual. Documents to be retained are listed in Annex III.
- 12.3. The designated Control Bodies are entitled to carry out on-the-spot checks as part of their verification activities, while the Joint Secretariat or the Managing Authority are entitled to carry out monitoring visits in order to check the progress of the Project from a professional point of view, at the premises of the Lead Beneficiary and of the Beneficiaries.
- 12.4. The Lead Beneficiary is obliged to guarantee the fulfilment of the above stipulated duties in relation to all other Beneficiaries as well.
- 12.5. Observing the recommendations received after an audit must be ensured by the Project partners, otherwise the Managing Authority has the right to terminate the Contract.

(13) Article
Irregularities

- 13.1. The Managing Authority shall show zero tolerance to any suspected cases of fraud and shall take all necessary measures to prevent and correct such cases. In case of an irregularity is found and decided during project Implementation the Managing Authority reserves the right to claim the repayment of the EU contribution in full or in part from the Lead Beneficiary and has the right to reduce the amount of the EU contribution awarded. In case an irregularity is committed, the Managing Authority shall impose to the Lead Beneficiary all the necessary measures for the elimination or diminishing of the consequences on the implementation of the project.
- 13.2. Based on the above, the Lead Beneficiary is always responsible for securing the repayment of the EU contribution unduly paid to the Project, even if the irregularity was committed by one of the other Beneficiaries.
- 13.3. If another Beneficiary commits an irregularity, the Lead Beneficiary – after having received the notice on repayment – is obliged to request the amount unduly paid from the Beneficiary concerned and repay it to the Managing Authority within the deadline

A MÁSOLAT AZ EREDETIVEL
MEGEGYEZŐ

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for the repayment set in Article 14.2. The Lead Beneficiary shall exercise due diligence to ensure repayment.

- 13.4. If the Lead Beneficiary does not succeed in securing the repayment from the Beneficiary / Beneficiaries, within 5 calendar days from the end of the deadline given the Lead Beneficiary has to notify the Joint Secretariat and has to send proof of steps taken by the Lead Beneficiary towards the Beneficiary / Beneficiaries.
- 13.5. When the amount unduly paid has not been recovered due to negligence of the Lead Beneficiary, the Lead Beneficiary shall remain responsible for the repayment.

(14) Article

Right of withdrawal – Repayment – Suspension of reimbursement

- 14.1. The Managing Authority is entitled to withdraw from the present Contract and to demand the repayment of the EU contribution in full or in part if:
- a) the Lead Beneficiary has obtained the EU contribution through false or incomplete statements to bodies/appointees of the European Commission, the Managing Authority or any other authorities involved in the implementation of the Programme; or if
 - b) a precondition for the approval of the Project is no longer given, in particular if the compulsory Cross-border beneficiary resigns from the Project and is not replaced in line with the provisions of Article 10; or if
 - c) the Partnership agreement concluded between the Project partners is no longer in force; or if
 - d) the Lead Beneficiary becomes insolvent or subject to bankruptcy proceedings; or if
 - e) the Lead Beneficiary becomes guilty of misrepresentation in supplying the information required by the Managing Authority or in failing to provide requested information; or
 - f) in case of identified irregularities; or if
 - g) the Lead Beneficiary fails to fulfil a condition or an obligation resulting from the present Contract, in particular if
 - h) the Lead Beneficiary fails to submit a Project report and Application for Reimbursement within the reporting deadline;
 - i) the Lead Beneficiary repeatedly fails to submit Project follow-up reports, if applicable; or if
 - j) the Lead Beneficiary fails to sustain the results of the Project as defined in Article 15; or if



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- k) the Project has not been or cannot be fully implemented by carrying out the planned activities and results moreover by achieving at least 80 per cent of the quantifiable output indicators, or if the Project cannot or could not be implemented in due time; or if
 - l) the regulations of EU and national law (including provisions concerning public procurement rules, State aid rules, publicity rules, rules on environmental protection and rules on equal opportunities) have been infringed; or if
 - m) the Lead Beneficiary has impeded or prevented the auditing of the Project or failed to retain the project documentation as referred to in Article 12; or if
 - n) the EU contribution awarded has been partially or entirely misapplied for purposes other than those agreed upon; or if
 - o) it has been impossible to verify that the Final project report is correct and thus the eligibility of the Project for funding from the Programme cannot be verified.
- 14.2. If the Managing Authority sends a request for repayment for the amount of EU contribution paid unduly and the corresponding interest chargeable, the Lead Beneficiary is obliged to secure repayments from the Beneficiaries concerned and has to repay the amount specified by the Managing Authority before the due date. The repayment by the Lead Beneficiary is due within two months following the receipt date of the request for repayment. The rate of the interest shall be one-and-a-half percentage points above the rate applied by the European Central Bank in its main refinancing operations on the date of the request for repayment.
- 14.3. The Managing Authority has the right to recover the amounts specified in the request for repayment by deducting them from the Application for Reimbursement submitted by the Lead Beneficiary.
- 14.4. In case of any delay in the repayment, the amount to be recovered shall be subject to interest on late payment, starting on the due date and ending on the actual date of repayment. The rate of interest on late payment shall be one-and-a-half percentage points above the rate applied by the European Central Bank in its main refinancing operations on the due date.
- 14.5. If the Managing Authority exercises its right of withdrawal, offsetting by the Lead Beneficiary is excluded unless its claim is undisputed or recognised by declaratory judgement.
- 14.6. The Lead Beneficiary is entitled to exercise the right of withdrawal if the implementation of the Project becomes impossible due to circumstances independent from the Lead Beneficiary, including the occurrence of force majeure. In this case, the Lead Beneficiary shall repay the whole amount of EU contribution reimbursed together with the interest chargeable within two months from the date of notifying the Managing Authority on the withdrawal from the Contract. The rate of interest shall be the rate



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applied by the European Central Bank in its main refinancing operations on the date of notifying the Managing Authority on the withdrawal from the Contract.

- 14.7. The Managing Authority may decide to suspend the reimbursement of the EU contribution if the provisions laid down in the Memorandum of Understanding are not respected by the Member States. The Lead Beneficiary shall be informed on the suspension.
- 14.8. In case of observations and/or reservations raised by the Commission on the description of the Management and Control System of the Interreg V-A Slovakia-Hungary Programme or in case of a system error detected, the MA has the right to temporarily withhold payments to a particular project partner or the project as a whole. Payment suspension(s) shall be lifted as soon as observations and/or reservations raised by the Commission have been withdrawn and the MA has received sufficient evidence on the solution of the systemic error(s) detected. In case the European Commission takes the decision of interrupting or totally suspending the funds, the Managing Authority may terminate the contract.

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(15) Article

Ownership/use of results, revenues generated

- 15.1. The Project retains the EU contribution only if it does not, within five years of the final payment to the Lead Beneficiary - except where State aid rules provide for a different period -, undergo a substantial modification such as;
- a) a cessation or relocation of a productive activity outside the programme area;
 - b) a change in ownership of an item of infrastructure which gives to a firm or a public body an undue advantage;
 - c) a substantial change affecting its nature, objectives or implementation conditions which would result in undermining its original objectives.
- 15.2. Ownership, title and industrial and intellectual property rights in the outputs of the Project and the reports and other documents relating to it shall vest in the Project partners. Leasing, handing over/selling or transferring the rights of use of the outputs of the Project is only possible with the prior written consent of the Managing Authority and only in case if all the rights and obligations following from the present Contract and connected to the subject of matter will be transferred to the new party.
- 15.3. The use of the results of the Project can be checked by the Managing Authority / Joint Secretariat. Widespread publicity of such results shall be ensured by the Lead Beneficiary in order to make them available to the public.
- 15.4. The Lead Beneficiary and the Managing Authority shall find individual arrangements in those cases where intellectual property rights (such as for data acquired for the Project which do not belong to public domain) already exist.
- 15.5. For projects which have calculated the expected net revenues in line with Article 61 (3) of the CPR during the application stage and included the related amount in the application, the ERDF contribution to the project is already determined with consideration to the corresponding net revenue generated. If project related revenue occurs for projects where revenues have not been foreseen, therefore have not been deducted at application phase it decreases the basis for co-financing and must be deducted from the total expenditure by the controller during implementation phase. Where it is objectively not possible to determine in advance the revenues that occur after project implementation, the net revenue generated within three years of the completion of the project, or by the deadline for the submission of documents for programme closure, whichever is the earlier, have to be reported to the MA/JS. The corresponding ERDF contribution has to be either withheld from the last instalment to the project or reimbursed to the MA.



A MÁSOLAT AZ EREJÉVEL
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(16) Article
Force majeure

- 16.1. Force majeure is any external event, unforeseeable, absolutely invincible and inevitable occurred after the conclusion of present Contract and which prevents the execution of all or part of this Contract. There are considered cases of force majeure: wars, natural calamities, general strikes, insurrections, revolts, epidemics, earthquakes, floods and other similar events that cannot be attributed to any party of the Contract. Force majeure, established under the law, exonerates the parties in case of failure to execute totally or partially the obligations under this Contract, as long as the force majeure is in force, and only if the other party has been duly notified. It is not considered to be force majeure an event similar to those presented above, that, without creating an impossibility of execution, makes the execution of the obligations very difficult for one of the parties.
- 16.2. The parties shall take all measures at their disposal to limit the consequences of force majeure.
- 16.3. The execution of the Contract may be suspended from the occurrence of force majeure during the whole period of its action.
- 16.4. In case the Contract must be suspended under this reason, for a period longer than 3 (three) months, the Managing Authority has the right to decide on the continuation / modification / termination of the contract.

(17) Article
Concluding provisions

- 17.1. If any provision in the present Contract should be entirely or partly ineffective, the remaining provisions remain binding for the Parties. The Parties to the Contract undertake to replace the ineffective provision by an effective one which comes as close as possible to the purpose of the ineffective provision.
- 17.2. Amendments and supplements to the present Contract must be in written form.
- 17.3. All correspondence with the Managing Authority / Joint Secretariat under the present Contract must be in English language and has to be sent to the following address:
- SKHU Joint Secretariat
Szép utca 2.
1053 Budapest, Hungary
- 17.4. All correspondence with the Lead Beneficiary under the present Contract must be in English language and has to be sent to the following address:

**Address of the Lead Beneficiary: Sztaravodai út 75., 2000 Szentendre,
Hungary**

Name of contact person: Viktória Rakonczai-Veress

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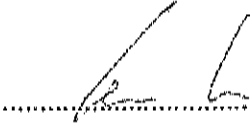

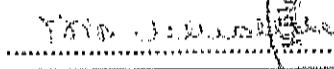

E-mail address: rakonczai.viktoria.mokk@gmail.com

Telephone and fax number: +36203703919, +36203703919

- 17.5. The present Contract is concluded in English language. In case of translation of the present Contract and of its Annexes into another language, the English version shall prevail.
- 17.6. The Annexes to this Contract are binding and form an integral part of the Contract.
- 17.7. The present Contract is governed by Hungarian law and all matters not regulated in the Contract are subject to the legal understanding laid down in the Hungarian Civil Code (Act V. of 2013). In case of differences that are not ruled by the present Contract, the Parties agree to find an amicable and mutually acceptable solution. If the Parties fail to do so, all disputes arising in connection with the Contract shall be settled by the Pest Central District Court.
- 17.8. The present Contract is signed in three original copies of which one remains at the Lead Beneficiary and two original copies are to be returned to the Joint Secretariat (out of which one copy will be sent to the Managing Authority by the Joint Secretariat).
- The Contract enters into force on the date of signature by the last of both Parties.
- 17.9. If de minimis aid is provided in the frame of this Contract, the last Party to sign the Contract shall send a scanned copy of the signed Contract to the Joint Secretariat within 24 hours of its entry into force.

A MÁSZOLAT AZ EREDETIVEL
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17.10. The present Contract shall remain in force until the Lead Beneficiary has discharged in full its obligations arising from the Contract towards the Managing Authority, i.e. as long as any duties linked to the EU funding might be claimed.

Place and date: 2021 ÁPR. 13	Place and date: Budapest, 31. March 2021
Lead Beneficiary represented by	Managing Authority represented by
 	 
Dr Miklós Cseri general director	Nikoletta Horváth Deputy Head of the Managing Authority.

A MÁSOLAT AZ ERETT LÉVEL
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Annexes to the Contract

- I. Simplified Application form² / separate documents agreed with Lead Beneficiary during contracting
- II. Partnership agreement signed by each Project partners
- III. List of documents to be retained
- IV. Applicable project specific State aid rules



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² The full content of the finalized Application form is available in electronic form within in the Monitoring System

Annex I

Simplified Application form³ / separate documents agreed with Lead Beneficiary during contracting



A MASOLAT ALÉREKÉLTETVE
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³ The full content of the finalized Application form is available in electronic form within in the Monitoring System



A MÜSÖLAT AL ERÖLÖTÖRÖ
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Project ID:	SKHU/1902/4.1/048	Project acronym:	FUMU
Lead Beneficiary:	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		



Project form

(Annex I. of the Subsidy contract)

Title of the project	Capacity building in partnership across borders for future museums		
Priority axis	4 - Enhancing cross-border cooperation of public authorities and people living in the border area		
Specific objective Action	4.1 - Improving the level of cross border inter-institutional cooperation and broadening cross border cooperation between citizens. 4.1/2 - Development of new cross-border services		
Total budget			177 968,40 EUR
EU contribution			151 273,14 EUR
National contribution	22 695,31 EUR	Hungary	14 695,41 EUR
		Slovakia	7 999,90 EUR
Own contribution	3 999,95 EUR	Own public contribution	3 999,95 EUR
		Own private contribution	0,00 EUR
Start date of project	01/03/2021	End date of project	30/06/2022
Duration of the project (in month)	16		



Project ID	SKHU/1902/4.1/048	Project acronym	FUMU
Lead Beneficiary	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

1. Project partnership

Rôle	Official name of the organization (in original language)	Country	NUTS III region or equivalent	NUTS V - settlement(s)
LB	Szabadtéri Néprajzi Múzeum	Hungary	Pest megye	Szentendre
B1	Košický samosprávny kraj	Slovakia	Košický samosprávny kraj	Košice
B2	K 13 – Košické kultúrne centrá	Slovakia	Košický samosprávny kraj	Košice - Juh

Project reporting periods

	From date	To date	Reporting deadline
1	01/03/2021	30/06/2021	28/09/2021
2	01/07/2021	31/10/2021	29/01/2022
3	01/11/2021	28/02/2022	29/05/2022
4	01/03/2022	30/06/2022	28/09/2022



A MASOLAT AZ EREJÉVEL
MEGERŐSÍTŐ

Project ID	SKHU/1902/4.1/048	Project acronym	FUMU
Lead Beneficiary	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

2. Beneficiary data

Lead Beneficiary

General data of the beneficiary

Official name in original language	Szabadtéri Néprajzi Múzeum		
Official name in English	Hungarian Open Air Museum		
Abbreviated name	SZNM		
Type of institution	Central budgetary organization		
Website	www.skanzen.hu		
Legal status	Public organization	Registry number	321150
National tax number	15321154-2-13	Community tax number	HU15321154
Date of foundation		Founder organisation	

Address and contact information

Addresses of the Organization	Official address	Branch office address	Mailing address
Country	Hungary	Hungary	Hungary
NUTS III or equivalent	Pest megye	Pest megye	Pest megye
Postal code	2000	2000	2000
Settlement	Szentendre	Szentendre	Szentendre
Street number, PO Box	Szlaravodal út 75.	Szlaravodal út 75.	Szlaravodal út 75.

Legal representative of the organization		Contact person	
Title	Mr.	Title	Ms.
Name	Miklós Cseri	Name	Viktória Rakonczai-Veress
Position	general director	Position	financial leader
Mobile phone	+36309515799	Mobile phone	+36203703919



A MÁSOLAT AZ EREKELTÉRE
MEGERVEZŐ

Project ID	SKHU/1902/4.1/048	Project acronym	FUMU
Lead Beneficiary	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

Office phone: +36309515799 Office phone: +36203703919
E-mail: cseri.miklos@skanzen.hu E-mail: rakonczai.viktorla.mokk@gmail.com

Beneficiary 1

General data of the beneficiary

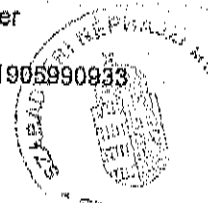
Official name in original language	Košický samosprávny kraj		
Official name in English	Košice Self-governing Region		
Abbreviated name	KSK		
Type of institution	Higher territorial units and their budgetary and contributory organizations		
Website	www.vucke.sk		
Legal status	Public organization	Registry number	35541016
National tax number	2021624924	Community tax number	
Date of foundation		Founder organisation	

Address and contact information

Addresses of the Organization	Official address	Branch office address	Mailing address
Country	Slovakia	Slovakia	Slovakia
NUTS III or equivalent	Košický samosprávny kraj	Košický samosprávny kraj	Košický samosprávny kraj
Postal code	04266	04266	04266
Settlement	Košice	Košice	Košice
Street, number, PO Box	Námestie Maratónu mieru 1	Námestie Maratónu mieru 1	Námestie Maratónu mieru 1

Legal representative of the organization		Contact person	
Title	Mr.	Title	Mr.
Name	Rastislav Trnka	Name	Gabriel Vizslay
Position	president	Position	officer
Mobile phone	+421557268141	Mobile phone	+421905990933

A MÁSOLAT AZ EREKLTIVEL
MEGEGYEZŐ



Project ID	SKHU/1902/4.1/048	Project acronym	FUMU
Lead Beneficiary	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

Office phone	+421557268141	Office phone	+421905990933
E-mail	vuc@vucke.sk	E-mail	gabriel.viszlay@vucke.sk

Beneficiary 2

General data of the beneficiary

Official name in original language	K 13 – Košické kultúrne centrá		
Official name in English	K13 – Košice Culture Centres		
Abbreviated name	K13		
Type of institution	Higher territorial units and their budgetary and contributory organizations		
Website	http://www.k13.sk		
Legal status	Public organization	Registry number	42 323 975
National tax number	2023874226	Community tax number	
Date of foundation		Founder organisation	

Address and contact information

Addresses of the Organization	Official address	Branch office address	Mailing address
Country	Slovakia	Slovakia	Slovakia
NUTS III or equivalent	Košický samosprávny kraj	Košický samosprávny kraj	Košický samosprávny kraj
Postal code	04001	04001	04001
Settlement	Košice - Juh	Košice - Juh	Košice - Juh
Street, number, PO Box	Kukučínova 2	Kukučínova 2	Kukučínova 2

Legal representative of the organization		Contact person	
Title	Mr.	Title	Mr.
Name	Tomáš Petraško	Name	Mgr. Ing. Martin Dani
Position	director	Position	vedúci oddelenia produkcie podujatí
Mobile phone	+421907469866	Mobile phone	+421 903 713 053
Office phone	+421553009101	Office phone	+421 55 6854 299

A MÁSOLAT AZ EREKSELÉVEL
MEGEGYEZŐ
5/23

Project ID	SKHU/1902/4.1/048	Project acronym	FUMU
Lead Beneficiary	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

E-mail : tomas.petrascko@k13.sk

E-mail : martin.dani@k13.sk

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MEGEGYEZŐ



2012.06.17

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Project ID	SKHU/1902/4.1/048	Project acronym	FUMU
Lead Beneficiary	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

3. Project summary

Project description

Short project summary in English

Museum exhibitions are important tourist and education related attractions. However, sufficient importance is not given to professional characteristics required for the organisation of exhibitions themselves. For that purpose, the Hungarian Open Air Museum and its Museum Education and Methodology Centre have developed an accredited professional training programme. This ready-made training methodology provides museum professionals necessary skills needed from idea creation until implementation phase in the realm of public education.

In scope of this project, the know-how of the training methodology developed in the last more than 10 years in Hungary will now be transferred to the Slovak partner organisations. Through this cooperation, Slovak and Hungarian partners will adapt the training methodology for the Slovak museum professionals. It is also going to be one of the first steps towards an institutionalised cooperation of Slovak and Hungarian museum organisations, which can serve as an incentive for further international cooperation activities. Widening of professional networks in the field of museology is considered as one of main objectives.

With aim of transferring the knowledge in museum education to Slovakia, the Hungarian Open Air Museum will prepare a series of workshops for Košice Cultural Centres - K-13. During those workshops the professionals from the field will learn skills how to create a high-quality and attractive exhibitions, how to engage the audience or how to use marketing tools. Participants will also have the opportunity to curate a topical exhibition and demonstrate their acquired skills. A summer university will be organised to strengthen the acquired knowledge. On top of that, the partners will prepare a report which will summarize the strengths and weaknesses of the museum sector in both countries, which would serve as basis for continuous cooperation.

Short project summary in Hungarian

A múzeumi kiállítások fontos turisztikai és oktatási célú látványosságok. Ugyanakkor maga a kiállításrendezéshez szükséges szakmai tudás nem kap elegendő hangsúlyt. Ennek okán a Szabadtéri Néprajzi Múzeum Múzeumi Oktatási és Módszertani Központ kidolgozott és akkreditáltatott egy oktatási programot. Ez a már jól bevált oktatási módszertan felkészíti a múzeumi szakembereket a kiállításrendezésre az ötlettől a megvalósításig és az oktatási célú felhasználásig.

Jelen projekt keretében a szlovák partnerintézmények átveszik a Magyarországon az elmúlt több, mint 10 év során kifejlesztett képzési módszertan know-how-ját. Az együttműködés keretében a szlovák és a magyar partnerek a szlovák múzeumi szakemberek számára adaptálják a képzési módszertant. Ez egyben az első lépést is jelenti a szlovák és magyar múzeumi szervezetek intézményesített együttműködése irányába, amely a jövőben további nemzetközi együttműködések ösztönzőjeként szolgálhat. Az egyik legfontosabb cél a szakmai hálózatok szélesítése a múzeológia területén.

A múzeumi oktatás módszertanának Szlovákiába történő tudástranszferének céljából a magyar Szabadtéri Néprajzi Múzeum továbbképzéseket fog tartani a Košice Cultural Centres - K-13 részére. Ezeken a képzéseken a gyakorló múzeumi szakemberek megismerik, hogyan kell magas színvonalú, attraktív kiállítást rendezni, hogyan lehet a közönséget bevonni és a marketing eszközöket használni. A résztvevőknek lehetőségük lesz a képzés részeként egy kiállítást is rendezniük, bemutatóval és alkalmazva a megszerzett ismereteiket. A nyári egyetem szervezése a megszerzett tudásanyag erősítését szolgálja. Mindezekon felül a partnerek készítik egy jelentős, amely összefoglalja a két ország múzeumi szektorának erősségeit és gyengeségeit, és amely a folyamatos együttműködés alapjául szolgálhat.



A MÚZEUMI MÓDSZERTANI KÖZPONT
MEGEGYEZŐ

Project ID	SKHU/1902/4.1/048	Project acronym	FUMU
Lead Beneficiary	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

Short project summary in Slovak

Výstavy v múzeách tvoria významnú ponuku v cestovnom ruchu. Napriek tomu sa profesionálnym požiadavkám na prípravu a realizáciu expozícií venuje málo pozornosti. Za týmto účelom vypracovalo Múzejné metodické a vzdelávacie centrum pri Maďarskom múzeu v prírode akreditovaný profesionálny tréningový program. Tento už hotový program poskytuje zamestnancom múzeí všetky potrebné vedomosti a zručnosti od samotného vytvorenia myšlienky až po využitie expozície v rámci vzdelávania.

V rámci tohto projektu sa know-how získané počas viac ako 10 rokov vývoja tohto profesionálneho tréningového programu transformuje pre potreby slovenských partnerov. V rámci spolupráce projektových partnerov sa tento program prispôbi pre potreby zamestnancov múzeí na Slovensku. Bude to zároveň aj prvý krok smerom k intenzívnemu rozvoju spolupráce medzi slovenskými a maďarskými múzeami. Za jeden z hlavných cieľov tiež môžeme považovať budovanie a rozširovanie medzinárodnej siete múzejnej spolupráce.

V rámci transferu know-how vo vzdelávaní zamestnancov múzeí zorganizuje Maďarské múzeum v prírode spolu s organizáciou Košické kultúrne centrá – K13 sériu workshopov. V rámci týchto workshopov zamestnanci múzeí získajú vedomosti a zručnosti o tom, ako realizovať kvalitné a atraktívne expozície a výstavy, ako oslovit návštevníkov, alebo ako využívať marketingové nástroje. Účastníci budú mať možnosť aplikovať svoje poznatky na modelovej výstave. Letná škola bude organizovaná s cieľom upevniť vedomosti a zručnosti. Partneri pripravujú správu, ktorá bude sumarizovať silné a slabé stránky múzejného sektora v oboch krajinách za účelom rozvoja ďalšej spolupráce.

Horizontal principle - PA specific

4. Priority / Project shall contribute to the accessibility of cross-border education, social and other public services.

The main activities of the project are the implementation of professional training courses on different topics. Both Hungarian and Slovak museum professionals participate in the courses, workshops, summer universities and study tours.

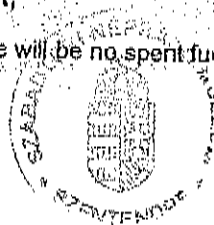
4. Priority / Project improves service provision in the borderland, enhances mutual understanding and bi-lingualism.

The cooperation and professional development of museum professionals during the project will also promote the development of border museum services and activities. The project activities will be implemented in both countries and the content elements (training courses, curricula, events) will be available in both languages. This brings also linguistic interoperability into focus.

Horizontal principle - Programme specific

Sustainable development: Project contributes to the reduction of greenhouse gas emission by reduced usage of hazardous material for the environment;

We organize the project meetings mostly online, in this case there will be no spent fuel. Less emissions are emitted by vehicles.



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Project ID:	SKHU/1902/4.1/048	Project acronym:	FUMU
Lead Beneficiary:	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

Equality between men and women: Project ensures minimum 50% in number of women or disadvantaged persons participating in joint education and training activities, events;

The proportion of women in the trainings of the project will be at least 50%.

Equal opportunities and non-discrimination: Project must be transparent and must take into account non-discrimination principles.

The organizations implementing the project meet the legal transparency requirements. Project implementers recognize and consider equal treatment and the promotion of equal opportunities in all project activities.

A MÁSOLAT AZ EREJÉTIVEL
MEGERVEZŐ



Project ID:	SKHU/1902/4.1/048	Project acronym:	FUMU
Lead Beneficiary:	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

4. Indicators

Programme specific Output								
Indicator ID	Name of Indicator	Type	Unit	Base value	Total target value	Target value per beneficiary	Description	
O411	O411 Number of cross-border products and services developed	Output	number	0,000000	7,000000	B1 - SK - KSK	1,000000	LB: 4 training courses (T2, T3, T6, T7) B1: 1 training course (T1) B2: 2 workshop courses (W4, W5)
						B2 - SK - K13	2,000000	
						LB - HU - SZNM	4,000000	
						LB - HU - SZNM	3,000000	
O412	O412 Number of documents published or elaborated outside of the framework of SFF	Output	number	0,000000	7,000000	B1 - SK - KSK	1,000000	LB: 1 Museum Compass, 2 training materials (syllabus) B1: 1 training material (syllabus) B2: 1 report (needs assessment), 2 training materials (syllabus)
						B2 - SK - K13	3,000000	
						LB - HU - SZNM	46,000000	
O415	O415 Number of people participated in cooperation	Output	number	0,000000	250,000000	B1 - SK - KSK	142,000000	LB: team: 6; T6: 15, T7: 5, summer university: 20. B1: team: 2, T1: 20, press conference: 20, professional conference: 100. B2: team: 2, W4x5: 30,



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SKHU/19024.1/046	Project acronym:	FUMU
Lead Beneficiary:	Szabadterei Néprajzi Múzeum, Hungarian Open Air Museum	

5. Project activities

1.1. Project management	
Activity description:	Ensuring communication between the lead partner and the co-partners and coordination of the tasks related to the Subsidy Contract; Preparing project documentation; Organizing and managing the implementation of the project based on the tender and the grant agreement; proposing the necessary actions to be taken; Monitoring and control of the implementation and execution of the tasks set out in the contracts related to the project; Content-wise and formal verification of invoices; Organizing project meetings: three offline/online events organized by each partner for project staff, aiming to report on project progress, to discuss and share ideas, objectives and issues. The first project meeting takes place at the beginning of the project (RP1) – kick-off meeting, the second project meeting will be organized after 6 months from kick-off meeting (RP2) and the third project meeting three months before the project finishes (RP4). Responsibility - LB: 3 members of staff (project manager, financial leader, project assistant), B1: 1 member of staff (project manager), B2: 2 members of staff (project manager, project assistant)
Location of the activity:	Szentendre (Hungary) and Košice (Slovakia)
Other information:	Equipment: <ul style="list-style-type: none"> LB - 3 mobile phones, 2 laptops, RP1; B2 - 1 notebook, RP1; Project meetings: <ul style="list-style-type: none"> B1 - 1st (online) meeting, RP1; B2 - 2nd meeting, RP2; LB - 3rd meeting, RP4.
Estimated cost (EUR):	38 963,00
1.2. Communication	
Activity description:	Within this activity partners will fulfill the communication requirements as set in the Visibility guide.



MINISZTER AZ EREJELTIVEL
MEGEGYEZD

Project ID	SKHU1902/4.1/048	Project acronym	FUMU
Lead Beneficiary	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

B2 - SK - K13 62,000000 study visit four, 30.

Programme specific - Result

Indicator ID	Name of indicator	Type	Unit	Base value	Total target value	Target value per beneficiaries	Description
R410	R410]Level of cross-border cooperation	Result	score	3,400000	4,100000		The partners are all willing to share their experiences and knowledge with one another. There will be one partner responsible for each activity or sub-activity, making sure someone takes the lead and that all competences are used in the most efficient way. All project partners will contribute to all parts of the project. The different partners also have the responsibility of hosting project meetings. Partners contribute to the project with their different expertise.

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MEGEGYZŐ

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Project ID	SKHU/1902/A.1/048	Project Name	FUMU
Lead Beneficiary	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

Visibility measures will include:	<ul style="list-style-type: none"> - putting up 3 pieces of A2 size posters (RP1) - Responsible: LB, B1, B2;
Communication measures will include:	<ul style="list-style-type: none"> - issuing 6 press releases in two languages (SK, HU); 3 for each Beneficiary about their project part at the beginning (RP1), 3 for each Beneficiary about their project part at the end of the project (RP4). Responsible: LB, B1, B2. Target group: Slovak and Hungarian press (the list of contacted press shall be communicated to JS in advance); - creating 3 sub-pages within each Beneficiary's website in SK, HU and EN languages (RP1) - Responsible: LB, B1, B2. Target group: Slovak and Hungarian public, mainly culture and museum professionals; - organizing 1 public project event – closing conference in Košice. Responsible: B1 (RP4). The professional conference aims to present the project's results and experiences and exploring its future potential. Target group: Slovak and Hungarian culture and museum professionals; - organizing 1 press conference about the opening of the exhibition in Košice B1 (RP4). Target group: mainly Slovak press; - production of 20 professional photos per Beneficiary about the project activities during the whole implementation period. Responsible: LB, B1, B2; - social media campaigns (a complex package by LB and B2)
Location of the activity	Szentendre (Hungary) and Košice (Slovakia)
Other information	Outputs: <ul style="list-style-type: none"> - 3 posters, - 3 subpages, - 6 press releases, - 1 press conference, - 1 public project event, - 60 professional photos - 2 social media campaigns
Estimated cost (EUR)	11 122,00
1.3 Mapping and needs assessment of Košice region	
Activity description	<p>Mapping of the situation of Slovak museums and galleries, with particular emphasis on the needs assessment of the regional professional environment. Research will focus on the situation of Slovakian museums and galleries, will provide an overview of the strengths, weaknesses, needs of the target group in the field of further training. The adaptability of the training topic and methodology will be based on the results of this survey.</p> <p>Schedule:</p>



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Project ID:	SKHU/1902/4.1/048	Project acronym:	FUMU
Lead Beneficiary:	Szabadléri Néprajzi Múzeum, Hungarian Open Air Museum		

	<ul style="list-style-type: none"> Needs assessment planning and implementing; RP1 Report: RP1 Location: Košice region Target group: Slovakian museum and galleries professionals Responsible: B2
Location of the activity:	Košice region (Slovakia)
Other information:	<p>Mapping and needs assessment will serve for selection of professionals, curators, experts in museum and galleries, who will participate to the project activities.</p> <p>Outcomes:</p> <ul style="list-style-type: none"> - 1 report SK+EN mapping the situation of museums and galleries in the region; - 1 list of selected professionals (from SK) with contacts to send invitations;
Estimated cost (EUR):	5 250,00
1.4. Trainings of trainers and organizers	
	LB will provide two trainings based on their established methodology:
Activity description:	<p>T1: Training of organizers: Reporting period (RP) - 1</p> <ul style="list-style-type: none"> - 8 hours of practice-oriented online training course aims to introduce the process of organizing a training course for the future organizers of the FUMU's training courses. Location: online Target group: 5 future Slovak training organizers of B1 and B2 Responsible: LB <p>T2: Training of trainers: RP 1</p> <ul style="list-style-type: none"> - 8 hours of practice-oriented online training course aims to introduce new methods to the trainers of the FUMU's future training courses. Location: online Target group: 15 future Slovak and Hungarian trainers Responsible: LB
Location of the activity:	Szentendre, Košice - online
Other information:	<p>Output:</p> <ul style="list-style-type: none"> - 16 hours of online training sessions for 20 participants;



MÁSOLAT AZ EREDETIRŐL
MEGERŐSÍTŐ

Project ID:	SKHU1902/4.1/048	Project category:	FUMU
	Szabadéri Néprajzi Múzeum, Hungarian Open Air Museum		

LB will modify their existing methodology handouts and translate them to SK. These will summarize the transferred methodology, know-how and will serve as teaching materials to be used during the trainings.

Estimated cost (EUR): 21 195,00

1.5. Trainings, exhibition creation and promotion

LB will provide a series of trainings dedicated to the best practices of creating a successful exhibition, two of which will be held in Szentendre and one in Košice under the auspices of B1. These are meant to be practical trainings, which will have for result a preparation of an exhibition in one of the selected museums or galleries in Košice.

Activity description:

T3: How to prepare a great exhibition: Reporting period (RP) - 3
 - 30 hours of practice-oriented training course aims to outline how architecture and image elements in the museums' exhibition relate to the content you want to show, what new solutions of utilization and interactivity can be applied in its implementation. At the end of the training, participants will create an exam work exhibition in Košice. T4 and T5 trainings complete the training T3, so the participants of the T3, T4 and T5 are the same. That is why training material of T4 and T5 is also included in T3.
 Location: Košice
 Target group: approx. 20 Slovak museum professionals from the Košice region
 Responsible: B1

T4: Service development in museums: RP3
 - 16 hours of practice-oriented training course aims to educate museum professionals about possible directions for museum development, how institutions can become "service providers", and how a visitor-centered approach can provide a good basis for a quality-oriented museum operation and for the introduction of a quality management system.
 Scheduled: On the same week as T3
 Location: Szentendre
 Target group: approx. 20 Slovak museum professionals from the Košice region (same 20 persons from T3)
 Responsible: LB

T5: PR and marketing in museums: RP3
 - 15 hours of practice-oriented training course aims to educate museum professionals about non-profit marketing strategies and tools and communication practices. Participants will be able to develop and apply a communication strategy tailored to the museum's target groups and communities, use online and offline communication channels more effectively and engage in effective social marketing and branding.
 Scheduled: On the same week as T4
 Location: Szentendre



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Project ID:	SKHU/1902/4.1/048	Project acronym:	FUMU
Lead beneficiary:	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

Location of the activity:	Target group: approx. 20 Slovak museum professionals from the Košice region (same 20 persons from T3) Responsible: LB Košice and Szentendre
Other information:	Outputs: - 60 hours of practical trainings on exhibition creation and promotion; - training materials will be prepared by LB and translated into SK language; - a representative exhibition will be prepared as an outcome from trainings, which will be installed in one of the selected museums or galleries in Košice.
Estimated cost (EUR):	52 179,00
1.6. Workshops - audience orientation and soft skills	
Activity description:	B2 will organize a series of workshops dedicated to specialized soft-skills, which are necessary for professionals and employees of museums and galleries. W1: Audience development in museums: Reporting period (RP) - 4 - 15 hours of practice-oriented workshop aims to introduce a citizen oriented approach within its activities, to teach museums and galleries to know their current audience and identify potential audiences, to approach the creation of the program with regard to audiences and its development, to prepare participants for creating an audience development strategy, to explain to the participants how important data related to their audience and potential audience is for their organization, how to gather data and how to work with them. Location: Košice Target group: 15 Slovak museum professionals from the Košice region and 15 Hungarian museum professionals Responsible: B2 W2: Soft skills for museum professionals: RP 4 - 15 hours of practice-oriented workshop. The aim of the workshop is to develop the soft skills of museum and gallery employees and professionals from Cultural and Creative Industry. The workshop will focus on time management, project management, problem solving, decision making, etc. Part of the workshop will focus on negotiation and problem solving and stress management. Location: Košice Target group: 15 Slovak museum professionals from the Košice region and 15 Hungarian museum professionals (the same participants as in W1) Responsible: B2

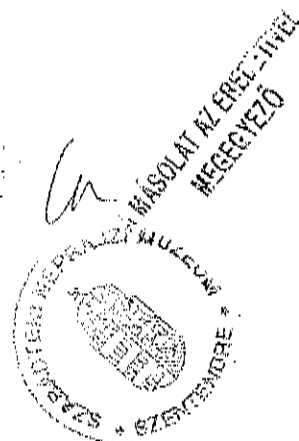


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ID	SKHU/1902/4.1/048	Project acronym	FUMU
Lead Beneficiary	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

Location of the activity:	Košice
Other information:	<p>Outputs:</p> <ul style="list-style-type: none"> - 30 hours of soft-skills workshops for 30 participants; - training materials for workshops in HU and SK languages; - a guideline with best practices for audience engagement; - in cooperation with participants they will also put into practice the suggested tools (for example by creating posts on social media).
Estimated cost (EUR):	18 756,00
Activity description:	<p>17. Summer university</p> <p>LB will organize a summer university for professionals from museums and galleries. The content of the summer university will be specified in the first months of the project, while taking into account the needs assessment and the outcome of the workshops.</p> <p>Summer university will be held in Szentendre as a 5-day event with open workshops and lectures on project experiences and results. Aiming to formulate project experiences and, on this basis, to identify future training programmes and cooperation for sustainability.</p> <p>During the summer university, participants will create content of the special issue of Museum Compass, which is a regular publication of LB, and will be published as an outcome for general public.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • Concept creation: RP1 • Organizing the summer university: RP 1 - 2 • Summer university: RP 2 • Editing and printing the Museum Compass: RP 2 - 4 • Presentation of the Museum Compass on the Closing Conference: RP4 <p>Location: Szentendre Target group: 10 Slovak and 10 museum professionals Responsible: LB</p>
Location of the activity:	Szentendre
Other information:	<p>Output:</p> <ul style="list-style-type: none"> - 5-day long summer university with multiple thematic events for 20 participants;



Project ID:	SKHU1902/4.1/048	Project acronym:	FUMU
Event Name (local):	Szabadúri Néprajzi Múzeum, Hungarian Open Air Museum		

Estimated cost (EUR): 15 900,00

- a special issue of Museum Compass will be prepared for publication and will include best practices gathered during the project (published in HU and EN language).

1.8. Study visit tour

B2 will organize a study visit tour in order to gain experiences from selected museums and galleries in the programme area (either in Budapest, Vienna, Bratislava, Szentendre or Košice).

Study visit brings an opportunity for project partners and museum professionals to learn about education and professionalization in museums and galleries in Hungary and Slovakia, to learn ways how change could be done. Study visit will also be an opportunity for networking and creating or building future cooperation. Study visits represent the best way how to inspire participants through discussion about best practices. One of the aims of the tour is to build up and strengthen the network of professional cooperation between the Slovakian and Hungarian museum professionals and institutions. Length of the study visit tours: 4 days - 2 days in Slovakia, 2 days in Hungary.

Activity description:

Schedule:

- Concept based on the needs assessment: RP2
- Organizing the study visit tour: RP 3 - 4
- Study visit tour: RP 4

Location: Slovakia and Hungary
 Target group: 15 Slovak and 15 Hungarian museum professionals
 Responsible: B2

Location of the activity: Slovakia and Hungary (Budapest, Bratislava, Szentendre or Košice)

Other information:

Output:

- study tour for 30 participants;
- the outcomes of the study visit tour will be presented on the closing conference (event).

Estimated cost (EUR): 6 000,00

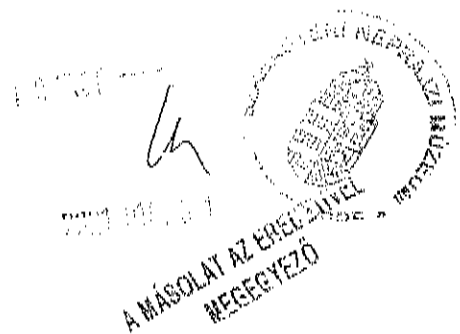


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17. 11. 2014

Kód	SKHU/19024.1/048	Projekt kód	FOMU
Műhely	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

6. Activity plan



Project ID:	SKHU/1902/4.1/048	Project acronym:	FUMU
Project beneficiary:	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

Act. No.	Activity Group name	Activity name	Beneficiary	RP1	RP2	RP3	RP4
1	AG1			✓	✓	✓	✓
✓ 1.1		Project management		✓	✓	✓	✓
✓ 1.1			LB - HU - SZNM	✓	✓	✓	✓
✓ 1.1			B1 - SK - KSK	✓	✓	✓	✓
✓ 1.1			B2 - SK - K13	✓	✓	✓	✓
✓ 1.2		Communication		✓	✓	✓	✓
✓ 1.2			LB - HU - SZNM	✓	✓	✓	✓
✓ 1.2			B1 - SK - KSK	✓	✓	✓	✓
✓ 1.2			B2 - SK - K13	✓	✓	✓	✓
1.3		Mapping and needs assessment of Košice region		✓			
1.3			LB - HU - SZNM				
1.3			B1 - SK - KSK	✓			
1.3			B2 - SK - K13	✓			
1.4		Trainings of trainers and organizers		✓			
1.4			LB - HU - SZNM	✓			
1.4			B1 - SK - KSK	✓			

MÁSOLAT AZ ÉRTELMI TULAJDONOS TÁRSASÁGÁNAK
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Project ID	SKHU/1902/4.1R48	Project Name	FUMU
Project Title	Szabadtéri Néprajzi Múzeum, Hungarian Open Air Museum		

1.4		B2 - SK - K13	✓			
1.5	Trainings - exhibition creation and promotion		✓	✓	✓	
1.5		LB - HU - SZNM	✓	✓	✓	
1.5		B1 - SK - KSK	✓	✓	✓	
1.5		B2 - SK - K13		✓		
1.6	Workshops - audience orientation and soft- skills			✓	✓	✓
1.6		LB - HU - SZNM		✓		
1.6		B1 - SK - KSK		✓		
1.6		B2 - SK - K13		✓	✓	✓
1.7	Summer university		✓	✓		
1.7		LB - HU - SZNM	✓	✓		
1.7		B1 - SK - KSK	✓	✓		
1.7		B2 - SK - K13	✓	✓		
1.8	Study visit tour				✓	✓
1.8		LB - HU - SZNM			✓	✓
1.8		B1 - SK - KSK			✓	✓
1.8		B2 - SK - K13			✓	✓



A MÁSOGLAT AZ EREDELIHEZ
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Project ID:	SKHU/1992/4.1/048	Project acronym:	FUMU
Local Beneficiary:	Szabadféri Néprajzi Múzeum, Hungarian Open Air Museum		

7. Information and publicity



AMÁSOLAT AZ ERETTŐL
MEGEFYZŐ

Project No.	SK-HU/1902/4.1/048	Project Name	FURU
Beneficiary	Szabadéri Néprajzi Múzeum, Hungarian Open Air Museum		

8. Infrastructure and works

Location of infrastructure and works

No.	Beneficiary name	Permit required	Altitude / Topographical (lot) Numbers	Description
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Permits

No.	Beneficiary name	Type of permit	Identification (Registry number of permit)	Date of request	Date of receipt	Description
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A MÁSOLAT AZ EREJÉVEL
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PROJECT BUDGET BREAKDOWN				
Item/Category	Unit	Quantity	Unit Price	Total
1.1 Project management	Person	300	2000	600000
1.2 Communication materials	Package	100	1000	100000
1.3 Training materials	Package	100	1000	100000
1.4 Printing and reproduction	Package	100	1000	100000
1.5 Travel and accommodation	Package	100	1000	100000
1.6 Miscellaneous	Package	100	1000	100000
2.1 Project management	Person	300	2000	600000
2.2 Communication materials	Package	100	1000	100000
2.3 Training materials	Package	100	1000	100000
2.4 Printing and reproduction	Package	100	1000	100000
2.5 Travel and accommodation	Package	100	1000	100000
2.6 Miscellaneous	Package	100	1000	100000



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2012.09.10

Code	Description	Unit	Quantity	Unit Price	Total Price	Notes
1.4.1	Project work				150,00	
1.4.2	Author		1,00	150,00	150,00	Author's fee (part of the project)
1.4.3	Materials	1.1 - Cartridges	500	0,20	100,00	
1.4.4	Personnel wages		6,00	0,00	0,00	All parts of the project are completed within the project and are not to be paid for during the project.
1.4.5	Production materials		0,50	0,50	0,50	
1.4.6	Production materials		0,50	0,50	0,50	
1.4.7	Production materials		0,50	0,50	0,50	
1.4.8	Production materials		0,50	0,50	0,50	
1.4.9	Production materials		0,50	0,50	0,50	
1.4.10	Production materials		0,50	0,50	0,50	
1.4.11	Production materials		0,50	0,50	0,50	
1.4.12	Production materials		0,50	0,50	0,50	
1.4.13	Production materials		0,50	0,50	0,50	
1.4.14	Production materials		0,50	0,50	0,50	
1.4.15	Production materials		0,50	0,50	0,50	
1.4.16	Production materials		0,50	0,50	0,50	
1.4.17	Production materials		0,50	0,50	0,50	
1.4.18	Production materials		0,50	0,50	0,50	
1.4.19	Production materials		0,50	0,50	0,50	
1.4.20	Production materials		0,50	0,50	0,50	
1.4.21	Production materials		0,50	0,50	0,50	
1.4.22	Production materials		0,50	0,50	0,50	
1.4.23	Production materials		0,50	0,50	0,50	
1.4.24	Production materials		0,50	0,50	0,50	
1.4.25	Production materials		0,50	0,50	0,50	
1.4.26	Production materials		0,50	0,50	0,50	
1.4.27	Production materials		0,50	0,50	0,50	
1.4.28	Production materials		0,50	0,50	0,50	
1.4.29	Production materials		0,50	0,50	0,50	
1.4.30	Production materials		0,50	0,50	0,50	
1.4.31	Production materials		0,50	0,50	0,50	
1.4.32	Production materials		0,50	0,50	0,50	
1.4.33	Production materials		0,50	0,50	0,50	
1.4.34	Production materials		0,50	0,50	0,50	
1.4.35	Production materials		0,50	0,50	0,50	
1.4.36	Production materials		0,50	0,50	0,50	
1.4.37	Production materials		0,50	0,50	0,50	
1.4.38	Production materials		0,50	0,50	0,50	
1.4.39	Production materials		0,50	0,50	0,50	
1.4.40	Production materials		0,50	0,50	0,50	
1.4.41	Production materials		0,50	0,50	0,50	
1.4.42	Production materials		0,50	0,50	0,50	
1.4.43	Production materials		0,50	0,50	0,50	
1.4.44	Production materials		0,50	0,50	0,50	
1.4.45	Production materials		0,50	0,50	0,50	
1.4.46	Production materials		0,50	0,50	0,50	
1.4.47	Production materials		0,50	0,50	0,50	
1.4.48	Production materials		0,50	0,50	0,50	
1.4.49	Production materials		0,50	0,50	0,50	
1.4.50	Production materials		0,50	0,50	0,50	

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ESTIMATED COSTS		ESTIMATED REVENUE		ESTIMATED NET COST	
Item	Quantity	Unit Price	Total	Unit Price	Total
1.1. Preparation and printing of documents					
1.1.1. Preparation of documents	1000	0.05	50.00	0.05	50.00
1.1.2. Printing of documents	1000	0.05	50.00	0.05	50.00
1.1.3. Distribution of documents	1000	0.05	50.00	0.05	50.00
1.1.4. Miscellaneous	1000	0.05	50.00	0.05	50.00
1.2. Project management					
1.2.1. Project management	1000	2.00	2000.00	2.00	2000.00
1.2.2. Project management	1000	2.00	2000.00	2.00	2000.00
1.2.3. Project management	1000	2.00	2000.00	2.00	2000.00
1.2.4. Project management	1000	2.00	2000.00	2.00	2000.00
1.3. Training and education					
1.3.1. Training and education	1000	2.00	2000.00	2.00	2000.00
1.3.2. Training and education	1000	2.00	2000.00	2.00	2000.00
1.3.3. Training and education	1000	2.00	2000.00	2.00	2000.00
1.3.4. Training and education	1000	2.00	2000.00	2.00	2000.00
1.4. Monitoring and evaluation					
1.4.1. Monitoring and evaluation	1000	2.00	2000.00	2.00	2000.00
1.4.2. Monitoring and evaluation	1000	2.00	2000.00	2.00	2000.00
1.4.3. Monitoring and evaluation	1000	2.00	2000.00	2.00	2000.00
1.4.4. Monitoring and evaluation	1000	2.00	2000.00	2.00	2000.00
1.5. Other activities					
1.5.1. Other activities	1000	2.00	2000.00	2.00	2000.00
1.5.2. Other activities	1000	2.00	2000.00	2.00	2000.00
1.5.3. Other activities	1000	2.00	2000.00	2.00	2000.00
1.5.4. Other activities	1000	2.00	2000.00	2.00	2000.00

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1.6.1. Energy station services	1.6 - Workshops - auxiliary activities and other jobs	person	1.00	1 096.00	2 192.00	Costs of interpretation services during workshops + 2 interpreters during 2 days of 8 hours
1.6.2. Administrative services for workshop participants	1.6 - Workshops - auxiliary activities and other jobs	percentage	22.00	22.00	2 440.00	Administrative services during workshop for 24 000 for 22 participants of 8 weeks
1.6.3. Cleaning services for workshop participants	1.6 - Workshops - auxiliary activities and other jobs	percentage	22.00	44.00	2 440.00	Cleaning services during the workshop for 24 000 for 22 participants of 8 weeks
1.6.4. Workshop	1.6 - Workshops - auxiliary activities and other jobs	person	1.00	3 000.00	3 000.00	Workshop for the project manager
1.6.5. Administrative, accounting and preparation of invoices, bank statements						
1.6.6. Personnel						
1.6.7. Transport						
1.6.8. Insurance						
1.6.9. Other						
1.6.10. Total						



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BUDGET OF THE PROJECT

SKHU/1002/A.1/048
FUNKO

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NO	Project line	11.000	11.001	11.002	11.003
1.1	Preparation cost	0,00	0,00	0,00	0,00
1.2	Project management (11)	16 320,00	5 760,00	7 680,00	29 760,00
2.2	Internal experts (12)	27 616,00	0,00	0,00	27 616,00
4.1	Travel and visa cost	1 781,00	0,00	0,00	1 781,00
4.2	Accommodation costs	500,00	0,00	560,00	1 060,00
4.3	Per diem and cost of meals	730,00	0,00	172,00	1 092,00
5.3	Studies, surveys and plans	6 450,00	0,00	0 730,00	11 650,00
5.7	Events, conferences, seminars and project meetings	20 728,00	21 245,00	11 936,00	53 629,00
5.7	IT system development	0,00	0,00	0,00	0,00
5.4	Utility, operation and maintenance costs	1 590,00	196,00	166,00	2 266,00
5.5	Financial management, procurement procedures and other consultancy services	3 700,00	0,00	6 000,00	7 700,00
5.6	Other services	6 067,00	11 700,00	8 225,00	25 992,00
6.1	Equipments related project management	5 800,00	0,00	1 000,00	6 800,00
6.2	Equipments related to core activities	0,00	0,00	0,00	0,00
7.1	Construction, reconstruction and renovation of buildings, works, infrastructure	0,00	0,00	0,00	0,00
7.2	Purchase of land	0,00	0,00	0,00	0,00
Total eligible costs (11.024.11.01.01.01)		97 950,00	38 650,00	40 840,00	177 240,00
Share by beneficiaries		54 684,00	22 200,00	23 172,00	100 000,00

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BUDGET OF THE PROJECT

1440/1992/4.3.7046
TUSAU

RESOURCES OF FINANCING	1992	1993	1994	1995	1996	1997	1998	1999	2000
Deep private contribution	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00
Deep public contribution	2 954,95	2,73	0,00	0,00	1 342,85	5,00	2 817,00	5,00	
TOTAL	2 954,95	2,73	0,00	0,00	1 342,85	5,00	2 817,00	5,00	

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PAYMENT FORECAST

SKHU/1982/4.1/048
FUMU

LB SZNM

TOTAL COST	Reporting period 1	Reporting period 2	Reporting period 3	Reporting period 4	Total
LB - HU - SZNM	5 000,00	21 000,00	40 700,00	31 269,40	97 969,40
B1 - SK - KSK	3 000,00	12 000,00	14 000,00	10 659,00	39 659,00
B2 - SK - K13	3 000,00	13 000,00	15 000,00	9 340,00	40 340,00
Total	11 000,00	46 000,00	69 700,00	51 268,40	177 968,40

EU CONTRIBUTION	Reporting period 1	Reporting period 2	Reporting period 3	Reporting period 4	Total
LB - HU - SZNM	4 250,00	17 850,00	34 595,00	26 578,99	83 273,99
B1 - SK - KSK	2 550,00	10 200,00	11 900,00	9 060,15	33 710,15
B2 - SK - K13	2 550,00	11 050,00	12 750,00	7 939,00	34 289,00
Total	9 350,00	39 100,00	59 245,00	43 578,14	151 273,14

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Annex II

Partnership agreement signed by each Project partners

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Partnership Agreement

Application form ID: SKHU/1902/4.1/048

Project acronym: FUMU

Project title: Capacity Building in partnership across borders for future museums

Interreg V-A Slovakia-Hungary
Cooperation Programme



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PARTNERSHIP AGREEMENT
for the implementation of the Project

FUMU

Capacity Building in partnership across borders for future museums

within the
Interreg V-A Slovakia-Hungary Cooperation Programme

between

Lead Beneficiary: Szabadtéri Néprajzi Múzeum, 2000 Szentendre, Sziaravodai út 75.
Represented by: Dr. Miklós Cseri, general director

and

Beneficiary1: Košický Samosprávny Kraj, 04266 Košice, Námestie Maratónu mieru
1

Represented by: Mr. Rastislav Trnka, president

Beneficiary2: Košické Kultúrne Centrá, 04001 Košice- Juh, Kukučínova 2

Represented by: Mr. Tomáš Petraško , president

On the basis of:

- REGULATION (EU, Euratom) 2018/1046 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012
- 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 on the financial rules applicable to the general budget of the Union;

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- Regulation (EU) No 1303/2013 of the European Parliament and of the Council of 17 December 2013 laying down common provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund, the European Agricultural Fund for Rural Development and the European Maritime and Fisheries Fund and laying down general provisions on the European Regional Development Fund, the European Social Fund, the Cohesion Fund and the European Maritime and Fisheries Fund and repealing Council Regulation (EC) No 1083/2006 – (hereinafter referred to as the Common Provisions Regulation, CPR);
- Regulation (EU) No 1301/2013 of the European Parliament and of the Council of 17 December 2013 on the European Regional Development Fund and on specific provisions concerning the Investment for growth and jobs goal and repealing Regulation (EC) No 1080/2006;
- Regulation (EU) No 1299/2013 of the European Parliament and of the Council of 17 December 2013 on specific provisions for the support from the European Regional Development Fund to the European territorial co-operation goal (hereinafter referred to as the ETC Regulation);
- the Interreg V-A Slovakia-Hungary Cooperation Programme, approved by the European Commission on 30 September 2015 by Decision Ref No C(2015) 6805, modified on 1 September 2016 by Decision Ref No C(2016)5653 and modified on 29 October 2018 by the Decision Ref No C(2018) 7237 (hereinafter referred to as the Programme);
- documents of the relevant Call for proposals of the Programme, published on the Programme website (hereinafter referred to as the Call for proposals);
- the Beneficiary's manual for the Interreg V-A Slovakia-Hungary Cooperation Programme, laying down the programme specific rules for the implementation of the projects (hereinafter referred to as the Beneficiary's manual);
- the Visibility guide for projects in the Interreg V-A Slovakia-Hungary Cooperation Programme, laying down the programme specific rules on information and publicity measures of the projects (hereinafter referred to as Visibility guide for projects);
- the proposed Project as drafted in the Application form and approved by the Monitoring Committee of the Programme, taking its final form as Annex I of the Subsidy Contract.

All laws, regulations, programme documents mentioned in this agreement – including any amendments made to these rules and regulations – are applicable in the latest version in force.



2023. 11. 17.

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Article 1
Definitions

1. **Lead Beneficiary:** the Lead Beneficiary is designated by the Project partners and has full financial and administrative responsibility for the EU contribution for the entire duration of the Subsidy contract. The Lead Beneficiary is also responsible for the proper reporting of progress during project implementation to the Joint Secretariat as stipulated in the Subsidy contract. In principle, the Lead Beneficiary has functional (co-ordination of the project activities) and financial responsibilities related to the EU contribution (based on Paragraph (2) of Article 13 of the ETC Regulation).
2. **Beneficiary:** an actor that commits itself to functionally and financially implement a project part of the Project according to the Application form as approved by the Monitoring Committee.
3. **Project partners:** means Lead Beneficiary and other Beneficiary / Beneficiaries together.
4. **Project part:** covers a set of activities within the Project as a whole, undertaken by the Lead Beneficiary or another Beneficiary in a defined timeframe and presented as a Lead Beneficiary / Beneficiary budget sheet in the budget of the Application form.

Article 2
Scope of the Partnership agreement

1. The Parties, through the present Partnership agreement, lay down the rules of procedures for the work to be carried out and the relations that shall govern the partnership set up in order to successfully and efficiently implement the above-mentioned Project. This Agreement shall also define their mutual responsibilities concerning the administrative and financial management of the Project.
2. The Application form as approved by the Monitoring Committee and the Subsidy contract (with all its provisions) signed by all signatories are to be regarded as integral parts of this Agreement, therefore their content and the obligations set by the above-mentioned documents have to be fully respected by the Parties.

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Article 3

Duration of the Agreement

1. The Partnership agreement is valid from the date of signature by all Parties and enters into force from the day the Subsidy contract between the Managing Authority and the Lead Beneficiary enters into force. It shall remain in force until the Lead Beneficiary has discharged in full its obligations arising from the Subsidy contract towards the Managing Authority, including the period of availability of documents for financial controls.
2. This Agreement shall also remain in force if there is any non-resolved dispute among the Parties at an out-of-court arbitration body.
3. The breach of the obligations of the Partnership agreement by one of the Project partners may lead to an early termination of its participation in the Project. This termination has to be decided by consensus by all the other Project partners in a documented manner, provided that the eligibility rules of the Call for proposals are kept with the remaining Project partners and that the consequently initiated amendment of the Subsidy contract is successful at the Managing Authority. However, the Project partner will be obliged by the present Agreement for its whole duration with regard to the activities carried out and expenditure incurred until that moment. In case the Subsidy contract terminates, the present Partnership agreement is terminated.

Article 4

Activities of Project partners in the Project

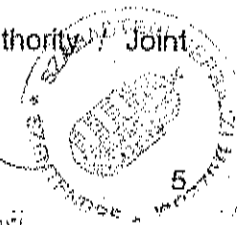
1. The activities of the Project partners as well as the role of the Lead Beneficiary and of each Beneficiary in the Project are described in the Application form and in the Subsidy contract.
2. The Project partners take into account all rules and obligations as set out in the Subsidy contract and its annexes.
3. The Project partners commit themselves to undertake everything in their power to foster the successful and efficient implementation of the Project.

Article 5

Specific obligations of the Lead Beneficiary

1. The Lead Beneficiary is responsible for the overall co-ordination and effective implementation of the Project and shall take all the steps needed to correctly manage the Project in accordance with the Application form and the Subsidy contract and in line with the Subsidy contract and the Partnership agreement.
2. In addition as a general obligation the Lead Beneficiary shall:
 - a) represent the Project partners towards Managing Authority / Joint Secretariat / programme management bodies;

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- b) sign the Subsidy contract (and its possible amendments), inform all Beneficiaries on the signature of the Subsidy contract and provide all Beneficiaries with a copy thereof;
- c) appoint a project manager who has the operational responsibility for the co-ordination and documentation of the overall Project;
- d) react promptly to any request made by the Managing Authority and the Joint Secretariat;
- e) keep the Beneficiaries informed on a regular basis about all relevant communication between the Lead Beneficiary and the Joint Secretariat, furthermore between the Lead Beneficiary and the Managing Authority;
- f) inform all Beneficiaries on the progress of the overall Project, in particular with reference to its objectives and results as set in the Subsidy contract or any later amendments;
- g) without any delay inform the Beneficiaries about all essential issues (e.g. about any variation of the conditions at the basis of the present Agreement or about any modification that could influence the performance of the Project, the information activity or the payment of financing) connected to project implementation;
- h) notify the Beneficiaries and the Joint Secretariat / Managing Authority immediately of any event that could lead to a temporary or final discontinuation of the Project or any other deviation of the implementation of the Project;
- i) guarantee the sound financial management of the funds allocated for the implementation of the Project, including the separate set-up of the project accounting and the supporting documents storage system;
- j) be responsible for the verification that the expenditure declared by the Project partners has been validated by the designated controller at national level and the expenditure declared by the Project partners has been incurred only for the purpose of implementing the Project and that it corresponds to the activities agreed between the Project partners in the frame of the Application form and Subsidy contract;
- k) prepare and submit the Applications for Reimbursement together with the Project reports, the Final project report and the Project follow-up reports (if relevant) to the Joint Secretariat keeping the deadlines indicated in the Subsidy contract;
- l) transfer the EU contribution to the Beneficiaries according to the Application for Reimbursement approved by the Joint Secretariat, within 10 days after and in full – no specific charge or other charge with equivalent effect shall be levied which would reduce these amounts for the Beneficiaries;
- m) ensure that all Beneficiaries are involved in the decision making regarding the Project, and especially agree with the Beneficiaries before submitting any request for reallocation between budget lines and for an amendment of the Subsidy contract / Partnership agreement to the Joint Secretariat / Managing Authority.

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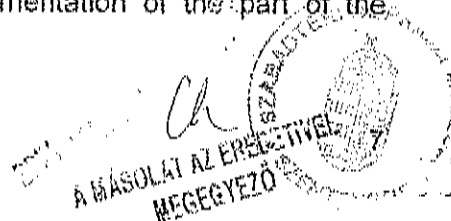


- n) support Beneficiaries in implementing their obligations by giving them the correct information, indications and clarifications on the procedures;
- o) make sure that all Project partners comply with EU and national legislation including rules on public procurement, State aid, publicity, furthermore rules on environmental protection and equal opportunities;
- p) report in accordance with the existing legislation and national / regional guidelines if the project activities contain elements of State aid;
- q) implement its individual part of the Project accordingly;
- r) enable the responsible bodies to carry out their audit and monitoring / evaluation / activities;
- s) guarantee the systematic collection and the safe storage of all the documentation regarding project expenditure and activities;
- t) keep a copy of all project documents including public procurement documents prepared by the Project partners or other bodies;
- u) carry out project level accounting;
- v) ensure that no double funding or double reporting of expenditure takes place;
- w) review the appropriate spending of the EU contribution by the Beneficiaries, the condition of the Beneficiaries' project part and the preparation of the required documents and records for the project closure.

Article 6

Obligations of the Beneficiaries

1. In particular, each Beneficiary shall:
 - a) support the Lead Beneficiary in fulfilling its tasks as stipulated in the Subsidy contract and its annexes;
 - b) without any delay provide the Lead Beneficiary with any information needed to draw up the Project reports, the Final project report and the Project follow-up reports (if relevant), react on any request by the Managing Authority or the Joint Secretariat, or provide any further information needed by the Lead Beneficiary;
 - c) assure the smooth implementation of the part of the Project they are responsible for in accordance with the Subsidy contract and its annexes;
 - d) inform the Lead Beneficiary immediately about any circumstances that could lead to a temporary or final discontinuation of the Project part or any other deviation of the implementation of the Project part, including any variations to its part of project budget or work plan;
 - e) appoint a contact person for the implementation of the part of the Project under their responsibility;



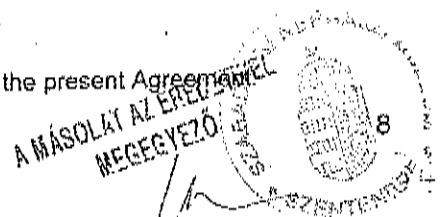
- f) contribute to overall project aims according to their part undertaken with due care and motivation, completing their activities foreseen for each reporting period of the project implementation;
- g) maintain either a separate accounting system or an adequate accounting code for all transactions related to the Project part;
- h) inform the Lead Beneficiary on the details of the bank account¹ to which the EU contribution of the Beneficiary shall be transferred, furthermore the Lead Beneficiary must be informed about any changes concerning the bank account;
- i) co-operate with the Lead Beneficiary for the effective implementation of the Project, actively take part in decision making during the Project;
- j) have its expenditures incurred in the given reporting period, verified by the designated controller and submit the Declaration on Validation of Expenditure issued by the controller to the Lead Beneficiary in due time. (The reimbursement of expenditure of the Beneficiaries not covered by Declarations on Validation of Expenditure in the given reporting period can be requested only for the next reporting deadline following the reporting period concerned. Preparation costs can be validated and requested only in the first reporting period.);
- k) comply with EU- and national rules, including rules on public procurement, State aid, publicity, further rules on environmental protection and equal opportunities;
- l) report in accordance with the existing legislation and national/regional guidelines if the Project activities contain elements of State aid;
- m) guarantee the systematic and safe collection of all the documentation regarding its part of project expenditure and its transmission to the Lead Beneficiary, as well as to guarantee the access to documents to all the representatives of the institutions in charge of verifications and to the bodies authorised to monitor or audit the Project;
- n) be responsible for the sound financial management of the funding allocated to its project part, including the arrangements for recovering amounts unduly paid (EU contribution, State contribution, if relevant, and other public contribution).

Article 7

Responsibilities of the Lead Beneficiary and of the Beneficiaries

1. The Lead Beneficiary solely assumes responsibility for the entire Project towards the Managing Authority as defined in the Subsidy contract.
2. Each Beneficiary is directly and exclusively responsible to the Lead Beneficiary for the due implementation of its respective project part and for the proper fulfilment of its obligations as set out in the Partnership agreement and

¹ The details of the bank accounts per Beneficiary form Annex 1 to the present Agreement



in the Application form. Should a Project partner not fulfil its obligations under this Agreement in due time, the Lead Beneficiary shall admonish the Project partner to fulfil them within a reasonable period of time. The Project partners undertake to find a rapid and efficient solution. Should the non-fulfilment continue, the Lead Beneficiary may decide to debar the Project partner concerned from the Project with approval of the other Project partner. The Joint Secretariat and the Managing Authority shall be promptly informed of such an intended decision by the Lead Beneficiary and the change in the partnership has to be approved according to the provisions set out in the Subsidy contract.

3. The Lead Beneficiary and each Beneficiary shall take the financial responsibility for the EU contribution and, if relevant, the related State contribution it has received for its project part.
4. In case of irregularities the Lead Beneficiary bears the overall responsibility towards the Managing Authority for the repayment of the EU contribution amounts unduly paid, with interest charged. By way of the derogation from this principle, if the irregularity is committed by a Beneficiary, the concerned organisation shall repay to the Lead Beneficiary the amounts unduly paid. When amounts unduly paid to a Beneficiary cannot be recovered, due to negligence of the Lead Beneficiary, the Lead Beneficiary shall remain responsible for the repayment, according to Article 13 of the Subsidy Contract.

Article 8

Reporting obligations of the Beneficiaries

1. The Lead Beneficiary can only submit an Application for Reimbursement to the Joint Secretariat by providing proof of progress of the Project. Therefore, in order to provide adequate information on the progress of the Project, each Beneficiary has to submit a Beneficiary report to the Lead Beneficiary consisting of an activity report describing the activities carried out with their outputs and results during the reporting period and a financial report presenting the financial progress of the Project part compared to the Application form/Subsidy contract.
2. The Beneficiaries have to respect the reporting deadlines of the Subsidy contract and have to submit their Beneficiary report and Declaration on Validation of Expenditure to the Lead Beneficiary in due time. The Beneficiaries have to respect the reporting deadlines of the Subsidy contract and have to submit their Beneficiary report and Declaration on Validation of Expenditure to the Lead Beneficiary in due time, until 31/03/2021 (RP1), 31/07/2021 (RP2), 30/11/2021 (RP3) and 31/03/2022 (RP4). Beneficiary reports and Declarations on Validation of Expenditure not submitted to the Lead Beneficiary within the set deadline will not be included in the Project report (or any other report) and Application for Reimbursement of the Lead Beneficiary to be submitted to the Joint Secretariat.



Project reporting periods

	From date	To date	B1-B2 Reporting deadline	LB Reporting deadline
1.	01/11/2020	28/02/2021	31/03/2021	01/06/2021
2.	01/03/2021	30/06/2021	31/07/2021	29/09/2021
3.	01/07/2021	31/10/2021	30/11/2021	29/01/2022
4.	01/11/2021	28/02/2022	31/03/2022	01/06/2022

3. Beneficiary reports and Declarations on Validation of Expenditure not submitted to the Lead Beneficiary within the set deadline will not be included in the Project report (or any other report) and Application for Reimbursement of the Lead Beneficiary to be submitted to the Joint Secretariat.
4. The Beneficiary reports should be drawn up in Euro. The Beneficiaries shall convert into Euro the amounts of expenditure of invoices incurred in other currency than Euro as described in the Subsidy contract. The exchange rate risk is borne by the Lead Beneficiary or Beneficiary concerned.

Article 9

Audits

1. For audit purposes each Project partner shall:
 - a) retain all files, documents, receipts and data about the Project within the timeframe stipulated in Article 140(1) of the CPR and further detailed in the Beneficiary's manual, either in original or as certified copies on commonly used data media safely and orderly;
 - b) enable the Managing Authority, Certifying Authority, Audit Authority, the responsible auditing bodies of the European Union and the auditing bodies of the Member State it is based in to audit the proper use of funds;
 - c) provide these authorities with any information about the Project they request;
 - d) provide them access to the databases, the accounting books and accounting documents and other documentation related to the Project, whereby the auditing bodies decide on this relation, within the timeframe stipulated in Article 140(1) of the CPR and further detailed in the Beneficiary's manual;
 - e) provide them access to the place where the Project has been implemented and their business premises during the ordinary business hours and also beyond these hours by arrangement and allow them to carry out on-the-spot-checks related to the Project within the timeframe stipulated in Article 140(1) of the CPR and further detailed in the Beneficiary's manual;

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- f) without any delay provide the Lead Beneficiary with any information needed in connection to such an audit.

Article 10

Information and publicity

1. Any publicity measure undertaken by any of the Project partners shall be conducted in accordance with the rules on information and publicity laid down in the Visibility guide for projects in the Interreg V-A Slovakia-Hungary Cooperation Programme.
2. Information and publicity measures shall be co-ordinated among the Project partners. Each Project partner is equally responsible for promoting the fact that financing for the Project is provided from EU contribution within the framework of the Interreg V-A Slovakia-Hungary Cooperation Programme and is responsible for ensuring the adequate promotion of the Project.
3. The Project partners take note of the fact that the results of the Project as well as any study or analysis produced in the course of the Project can be made available to the public and they agree that the results of the Project shall be available for all Project partners and for the public free of charge.
4. The Project partners settle down that all photographs and audio-visual materials, as EU funded outputs must be free and available for everyone for at least five years after project closure.
5. Settling copyright issues is the responsibility of the Project partners. The Project partners should stipulate among others the ownership, usage rights regarding the respective outputs, if deemed necessary.
6. The Project partners agree that the Lead Beneficiary may provide the Joint Secretariat / Managing Authority or other programme management bodies to publish, in whatever form, unrestricted as far as data protection is concerned, and on or by whatever medium, with the following information:
 - title and the acronym of the Project;
 - the name and contact details of the Lead Beneficiary and of the Beneficiaries;
 - the amount of subsidy and the EU co-financing rate;
 - the purpose of the EU contribution (i.e. the overall objective of the Project);
 - the geographical location of the Project;
 - project results, evaluations, summaries;
 - any other information about the Project if considered relevant.



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Article 11
Ownership – Use of Results

1. The Parties undertake to enforce the applicable law on intellectual property rights, regarding any outcome that might be produced during the implementation of the Project.
2. Unless formally stipulated otherwise by the Parties, ownership of the results of the Project, including industrial and intellectual property rights, and of the reports and other documents relating to it, shall be vested to the Project partners.
3. Without prejudice to the previous paragraph, the Project partners grant the Joint Secretariat and the Managing Authority the right to make free use of the results of the Project, provided it does not thereby breach its confidentiality obligations or existing industrial and intellectual property rights.
4. The Project partners agree that owners of the investments are the following:
 - Szabadtéri Néprajzi Múzeum is the owner of the 6 mobile phones
 - Košické kultúrne centrá is the owner of 1 notebook
5. The Project partners agree that owners of the Project outputs/deliverables are the following:
 - Szabadtéri Néprajzi Múzeum is the owner of the Museum Compass-professional publication
 - Szabadtéri Néprajzi Múzeum is the owner of the project subpage within its website
 - Szabadtéri Néprajzi Múzeum is the owner of the professional documents (frame, training material etc.) developed for workshop 2, workshop 3, workshop 6 and workshop 7
 - Szabadtéri Néprajzi Múzeum is the owner of the pictures taken by its staff during the implementation of the project activities.
 - Košický samosprávny kraj is the owner of the project subpage within its website
 - Košický samosprávny kraj is the owner of the professional documents (frame, training material etc.) developed for workshop 1
 - Košický samosprávny kraj is the owner of the pictures taken by its staff during the implementation of the project activities.
 - Košické kultúrne centrá is the owner of the needs assessment report
 - Košické kultúrne centrá is the owner of the project subpage within its website
 - Košické kultúrne centrá is the owner of the professional documents (frame, training material etc.) developed for workshop 4, workshop 5
 - Košické kultúrne centrá is the owner of the pictures taken by its staff during the implementation of the project activities.
6. The Lead Beneficiary and the Beneficiaries commit themselves to establish and maintain an inventory of all fixed assets acquired, built or improved within the Project.



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7. As to the sustainability of project results after the end of the implementation period, further as to the steps to be taken after project closure, the Project partners agree on the following activities and designate the following rights and duties within the Project partnership:
 - Szabadtéri Néprajzi Múzeum: 1 day Study visit tour, in even years to Slovakian museums, in odd years to Hungarian museums. financial source: participation fees
 - Košický Samosprávny Kraj: training course W1: How to prepare a great exhibition. Košice, in odd years (2023, 2025) financial source: participation fees
 - Košické Kultúrne Centrá: training courses W4: Audience development in museums and Soft skills for museum professionals. Košice, in even years (2022, 2024) financial source: participation fees
8. In connection to the revenues generated after project closure, the Project partners – taking into account the provisions of Article 61 of the CPR - agree on the following rules:
 - Revenue from activities carried out after the closure of the project covers the expenditure of the tasks. Partners cannot make a profit from their legal obligation either. Therefore, the revenue belongs to the partner who carries out the activity.
9. In case of purchase costs co-financed, the owners shall not substantially modify their respective project parts affecting its nature or its implementation conditions or giving to a firm or a public body an undue advantage; and resulting either from a change in the nature of ownership of an item of infrastructure or the cessation or relocation of a productive activity outside the programme area at least within five years of the final payment to the Lead Beneficiary, except where State aid rules provide for a different period.

Article 12

Changes in the Project partnership

1. Being aware of the fact that all changes in the Project partnership need an approval of the Monitoring Committee and that the Managing Authority is entitled to withdraw from the Subsidy contract if the number of Beneficiaries falls below the minimum number of partners, the Project partners agree not to abandon the Project unless there are unavoidable reasons for it.
2. In case a Project partner withdraws from the Project or is debarred from it, the remaining Project partners shall undertake to find a rapid and efficient solution to ensure further proper project implementation without any delay. Consequently, the Project partners shall endeavour to cover the contribution of the withdrawing Project partner, either by assuming its tasks by one or more of the remaining Project partners or by asking a new Project partner to join the Project partnership, regarding the respective programme provisions.
3. The Lead Beneficiary shall inform the Joint Secretariat and the Managing Authority as soon as changes in the Project partnership are foreseeable. The

13
MÁSOLAT AZ EREDETIHEZ
MEGEGYEZŐ



changes in the partnership enter into force only after approval by the Monitoring Committee.

4. The provisions set for audits in Article 9 remain applicable to the Project partners that backed out of the Project or were debarred from the Project.

Article 13

Irregularities and the repayment of funds

1. If the Managing Authority should – based on the provisions of the Subsidy contract – request the repayment of EU contribution from the Lead Beneficiary, the latter shall call upon the Beneficiary that had caused the irregularity resulting in the repayment of the EU contribution unduly paid according to the request of the Managing Authority.
2. The Beneficiary in question has to repay the requested EU contribution together with the interests chargeable to the Lead Beneficiary.
3. The Beneficiary has to respect the deadline given by the Managing Authority to the Lead Beneficiary for the repayment of the EU contribution. The Beneficiary has to transfer the requested EU contribution together with the interests chargeable to the Lead Beneficiary 5 days before the deadline set for the Lead Beneficiary.

Article 14

Co-operation with third parties, assignment

1. In case of co-operation with third parties (e.g. concluding sub-contracts) the Beneficiary shall remain the sole responsible toward the Lead Beneficiary concerning the compliance with its obligations as set out in the present Agreement. Any contracts with third parties will have to be concluded in accordance with EU and national legislation. No Project partner shall have the right to transfer its rights and obligations to third parties. The Lead Beneficiary shall be informed by the Beneficiary about the subject and party of any contract concluded with a third party.
2. In case of legal succession, e.g. when the Project partner changes its legal form, the Project partner is obliged to transfer all duties under this Agreement to the legal successor. The Beneficiary shall notify the Lead Beneficiary in written form within 10 days. The Lead Beneficiary shall notify the Joint Secretariat according to the provisions set out in the Subsidy contract.



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14

Article 15

Language

1. The working language of the partnership shall be English. Any official internal document of the Project shall be made available in English.
2. Present Agreement is concluded in English. In case of translation of this Agreement and its annexes into another language the English version shall prevail.

Article 16

Applicable law (liability and *force majeure*)

1. Present Agreement is governed by the law of Hungary, being the law of the country of the Lead Beneficiary. Each Project partner shall be liable to the other Project partners and shall indemnify for any damages or costs resulting from the non-compliance of its contractual duties as set forth in this Agreement.
2. No Party shall be held liable for not complying with the obligations ensuring from this Agreement should the non-compliance be caused by *force majeure*. In such a case, the Project partner involved must announce this immediately in writing to the other Project partners.

Article 17

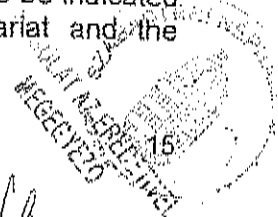
Specific conditions

1. Parties agree that certain activities of the Beneficiary {name of municipality} will be implemented by the mayor's office as being the executive organ of the Beneficiary in accordance with Article 41(1) and 41(2) of Act No. CLXXXIX of 2011 on Local Governments in Hungary as well as paragraph 1 of Article 6/C of Act No. CXCV of 2011 on Public Finance, so that the costs reimbursed by the mayor's office are eligible for support.

Article 18


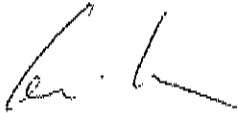
Concluding provisions

1. Any amendments to this Agreement shall be in writing and shall be signed by all Parties.
2. In case of discrepancies between the Subsidy contract and this Partnership agreement, the Subsidy contract shall prevail.
3. Amendments and supplements to the present Agreement and any waiver of the requirement of the written form must be in written form and have to be indicated as such. The Lead Beneficiary shall notify the Joint Secretariat and the



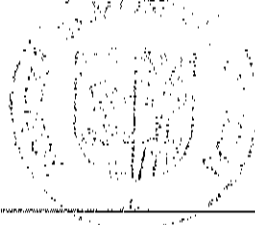
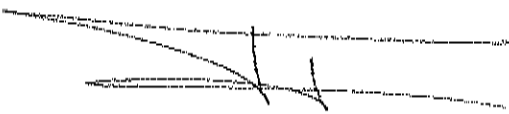
Managing Authority of any amendment or supplement to the present Agreement.


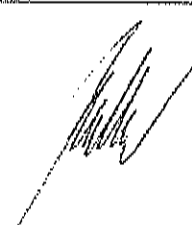
4. If any provision in this Agreement should be wholly or partly ineffective, the rest of the provisions remain binding for the Parties. In such cases the Parties undertake to replace the ineffective provision by an effective one which comes as close as possible to the purpose of the ineffective one.
5. The Parties commit themselves to take measures in order to ensure that all staff members carrying out work within the Project respect the confidential nature of information regarded as such, and do not disseminate it, pass it on to third parties or use it without prior written consent of the Lead Beneficiary and the Project partner that provided the information.
6. The Parties will make efforts to settle any disputes arising from this Agreement out of court. In case an agreement cannot be made in due time, the Parties herewith agree that Regional Court of the Budapest Area (Budapest Környéki Törvényszék) shall have competence to rule in all legal disputes arising from this Agreement.
7. 9 original copies will be made of this Agreement of which each Party keeps one original, while three originals are attached to the Subsidy contracts.
8. The Parties signing the Partnership agreement have fully understood and accepted the contents of the Subsidy contract and undertake the activities and responsibilities in the meaning as included therein.

Name of Lead Beneficiary:	Szabadtéri Néprajzi Múzeum
Name and title of legally authorised representative:	Dr. Miklós Cseri, general director
Place, date (and stamp):	Szentendre, 2020 NOV. 03 
Signature:	



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Name of Beneficiary:	Košický Samosprávny Kraj
Name and title of legally authorised representative:	Mr. Rastislav Trnka, president
Place, date (and stamp):	Košice, 30.10.2020 
Signature:	

Name of Beneficiary:	Košické Kultúrne Centrá
Name and title of legally authorised representative:	Mr. Tomáš Petraško , president
Place, date (and stamp):	Košice, 30/10/2020 
Signature:	

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Annexes to the Partnership agreement

Annex 1 – Details of the bank accounts to which the EU contribution of the Beneficiaries shall be transferred, data (IBAN number, SWIFT code of the account, name and address of bank) per Beneficiary.

Name of Beneficiary: Szabadtéri Néprajzi Múzeum

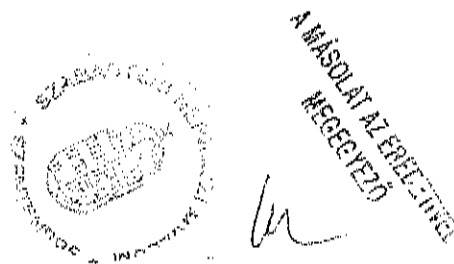
IBAN account number	HU67-10004885-10008016-00158835
SWIFT code	HUSTHUHB
Bank name	Magyar Államkincstár
Bank address	1054 Budapest, Hold utca 4.

Name of Beneficiary: Košický Samosprávny Kraj

IBAN account number	SK 28 8180 0000 0070 0065 4380
SWIFT code	SPSRSKBA
Bank name	Štátna pokladnica
Bank address	Radlinského 32 P.O.BOX 13 810 05 Bratislava 15

Name of Beneficiary: Košické Kultúrne Centrá

IBAN account number	SK46 5600 0000 0070 2069 3002
SWIFT code	KOMASK2X
Bank name	Prima banka, a.s.
Bank address	Hodžova 11, 010 11, Žilina




Annex III
List of documents to be retained

1.	Application form
2.	Notification letter from the Managing Authority awarding subsidy
3.	Contract (and its amendments)
4.	Partnership agreement (and its amendments)
5.	Beneficiary reports
6.	Declarations on Validation of Expenditure
7.	Reports (meaning Project reports, Final project report and Project follow-up reports)
8.	Applications for Reimbursement
9.	Each invoice and accounting document of probative value related to project expenditure (originals to be retained at the premises of the Project partners concerned)
10.	All supporting documents related to project expenditure (e.g. payslips, bank statements, public procurement documents etc.) to be retained at the premises of the Project partners concerned
11.	All project deliverables (all material produced during the project period)
12.	If relevant, documentation related to on-the-spot checks of the Control Bodies (to be retained at the premises of the Project partners concerned)
13.	If relevant, documentation of monitoring visits of the Joint Secretariat / Managing Authority
14.	If relevant, audit reports
15.	If relevant, the Lead Beneficiary's / Beneficiaries' National co-financing contracts and the related documents

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12.11.2010

27




Official stamp of the Ministry of Regional Development and Infrastructure of the Republic of Bulgaria, with a handwritten signature over it.

Annex IV
Applicable project specific State Aid rules per Project partners

State aid/ De minimis aid rules are not applicable to this project.

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