

Education, Audiovisual and Culture Executive Agency

Erasmus+: Sport, Youth and EU Aid Volunteers

Brussels, 09. 08. 2017

COMUNE DI REGGIO EMILIA
Foracchia Serena
PIAZZA PRAMPOLINI 1,
I - 42100 REGGIO EMILIA

Subject: **Decision No 2017 - 1942 / 001 - 001**
(please quote in ALL correspondence: failure to do so may result in your
correspondence not being processed)

Dear Ms Foracchia,


I am pleased to inform you that following the examination of the projects received, your application has been selected for receipt of a grant.

Please find enclosed a copy of the Grant Decision and its Annexes stating the general obligations incumbent upon recipients of a European Union grant. As the Decision and its Annexes are binding upon beneficiaries, you are advised to familiarise yourself with their content, in particular Annex III – Estimated budget of the action.

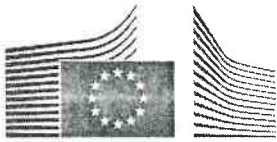
Please remember that you **are not required** to return to us a signed copy of the Decision.

Please note as well, that any changes to the bank references mentioned in the Grant Decision will only be accepted in highly exceptional circumstances and on the basis of a duly justified request.

Yours faithfully,


PO HALLER-BLOCK Ute
Authorising Officer by Sub-delegation

Enclosures: Grant Decision and its Annexes



Education, Audiovisual and Culture Executive Agency

Unit A6: Erasmus+: Sport, Youth and EU Aid Volunteers

GRANT DECISION FOR AN ACTION

Decision Nr 2017 - 1942 / 001 - 001 of the

Education, Audiovisual and Culture Executive Agency

on the award of a grant to support a specific action within the Erasmus+ Programme

"Not-for-profit European sport events"

within the Erasmus+ Programme

The **Education, Audiovisual and Culture Executive Agency** (hereinafter referred to as "the Agency"), acting under powers delegated by the European Commission (hereinafter referred to as "the Commission"),

Having regard to the Treaty on the Functioning of the European Union;

Having regard to the Regulation (EU) No 1288/2013 of the European Parliament and of the Council of 11 December 2013 establishing 'Erasmus+': the Union programme for education, training, youth and sport for the period 2014 to 2020¹;

Whereas:

1. 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 Union² (hereinafter the «Financial Regulation») and 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 of 25 October 2012 on the financial rules applicable to the general budget of the Union³ provide the framework for the award of Union grants;
2. Commission Implementing Decision of 18 December 2013 establishing the "Education, Audiovisual and Culture Executive Agency"⁴ and repealing Decision CE(2009)336 of 20 April 2009⁵ setting up the Education, Audiovisual and Culture Executive Agency for the management of Community action in the fields of education, audiovisual and culture in application of Council Regulation (EC) No 58/2003⁶ provides that the Agency is responsible for the management of grants to be awarded under the Union programmes delegated to it, including the Erasmus+ Programme;

¹ OJ L 347 of 20.12.2013, p. 50

² OJ L 298 of 26.10.2012, p. 1.

³ OJ L 362 of 31.12.2012, p. 1.

⁴ OJ L 343 of 19.12.2013, p. 46

⁵ OJ L 101 of 21.04.2009, p. 26, as amended subsequently.

⁶ OJ L 11 of 16.01.2003, p. 1.

3. Commission Decision C(2015)658 of 12 February 2015 amending Commission Decision C(2013)9189 of 18 December 2013 delegating powers to the Education, Audiovisual and Culture Executive Agency with a view to performance of tasks linked to implementation of Union Programmes in the fields of education, audiovisual and culture, comprising, in particular, implementation of appropriations entered in the general budget of the Union and the EDF allocations;
4. The Commission published, on 20 January 2017, the Erasmus+ Programme Guide which represents a permanent call for proposals (hereinafter the "call") in order to support the implementation of Not-for-Profit European Sport Events within the framework of the Erasmus+ Sport Chapter.
5. Whereas this Grant Decision is the result of a call for proposals by which applicants have been informed of the model Grant Decision of the Agency and of the General Conditions. Submission of a grant application implies acceptance of the General Conditions annexed to this Grant Decision;
6. The addressee of this Grant Decision presented a request for a grant under the Erasmus + Programme Guide (application No 590592-EPP-1-2017-1-IT-SPO-SNCESE, wherein he declares that he has taken note of the conditions set out in the call, including the General Conditions of the model Grant Decision annexed to it, and accepts them;
7. The application fulfils the conditions set out in the abovementioned call for proposals and has been selected;
8. The Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities⁷ and Regulation (EU, EURATOM) No 883/2013 of the European Parliament and the Council of 11 September 2013 concerning investigations conducted by the European Anti-Fraud Office (OLAF)⁸ provide for measures for the effective protection of the Union's financial interests;
9. The Agency, the Commission and the European Court of Auditors may check the use made of the grant at any time during the implementation of the action and during a period of five years following the date of payment of the balance or of three years following the payment of the balance in the case the maximum amount of the grant is not more than EUR 60 000.

HAS DECIDED AS FOLLOWS:

⁷ OJ L 292, 15.11.1996, p. 2-5

⁸ OJ L 136, 31.5.1999, p. 1-7

ARTICLE 1 – PURPOSE OF THE GRANT

A European Union grant is awarded to:

COMUNE DI REGGIO EMILIA,
PIAZZA PRAMPOLINI 1,
I - 42100 REGGIO EMILIA

hereinafter referred to as “the beneficiary”,

represented for the purposes of this Grant Decision by **Foracchia Serena** for the action entitled **EXPOSPORT- International Sport Game** (“the action”) as described in Annex I, under the terms and conditions set out in the present Grant Decision, the General Conditions and the other Annexes to this Grant Decision.

The action shall correspond to the statutory activities and objectives of the beneficiary.

As declared in the application submitted, the beneficiary has accepted the grant and agreed to implement the action, acting on its own responsibility.

ARTICLE 2 – ENTRY INTO FORCE OF THE GRANT DECISION AND DURATION

- 2.1** The Grant Decision shall enter into force on the date of its notification to the beneficiary.
- 2.2** The action shall run as of **01-11-2017** (“the starting date of the action”) and shall end on **31-10-2018**.

ARTICLE 3 - MAXIMUM AMOUNT AND FORM OF THE GRANT

The grant shall be of a maximum amount of **EUR 500.000,00** and shall take the form of:

- (a) **The reimbursement of 57,25 % of the eligible costs of the action (“reimbursement of eligible costs”), which are estimated at EUR 873.300,00 and which are:**
- (i) **actually incurred (“reimbursement of actual costs”) for the categories of costs indicated in Annex III.**
 - (ii) reimbursement of unit costs: not applicable
 - (iii) reimbursement of lump sum costs: not applicable
 - (iv) **declared on the basis of a flat-rate of 7 % of the eligible direct costs (“reimbursement of flat rate costs”) to cover the indirect costs**
- (b) Unit contribution: not applicable.
- (c) Lump sum contribution: not applicable.
- (d) Flat-rate contribution: not applicable

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

4.1 Reporting periods, payments and additional supporting documents

In addition to the provisions set out in the General Conditions n° 23 and 24, the following reporting and payment arrangements shall apply:

- Upon notification of this Grant Decision, a pre-financing payment of 70% of the maximum amount specified in Article 3 shall be paid to the beneficiary.

Payment of the balance

- Sole reporting period from **01-11-2017** to the end of the period set out in Article 2.2: The balance shall be paid to the beneficiary subject to the receipt of the documents requested in General condition n°23.2 and all other accompanying documents mentioned under the section "Other supporting documents" of this Article.

Other supporting documents:

Option 1 : The request for payment of the balance shall be accompanied by a list of supporting documents as set out in Annex VI and in accordance with the requirements laid down in the call for proposals/applicant's guidelines for each grant for which the total contribution in the form of reimbursement of actual costs as referred to in Article 3(a)(i) is less than or equal to EUR 60.000.

Option 2: The request for payment of the balance shall be accompanied by a certificate on the financial statements and underlying accounts ("Report of Factual Findings on the Final Financial Report – Type I") as set out in Annex VI for each grant for which the total contribution in the form of reimbursement of actual costs as referred to in Article 3(a)(i) is more than EUR 60.000 and less than EUR 750.000

4.2 Time limit for payments

The time limit for the Agency to make payment of the balance is 60 days.

4.3 Language of requests for payments, technical reports and financial statements

All requests for payments, technical reports and financial statements shall be submitted in English, French or German.

ARTICLE 5 – BANK ACCOUNT FOR PAYMENTS

All payments shall be made to the beneficiary's bank account, denominated in euro, as indicated below:

Name of bank: UNICREDIT SPA

Address of branch: **1, P.ZA DEL MONTE,**

I - REGGIO NELL' EMILIA

Precise denomination of the account holder: **COMUNE DI REGGIO EMILIA**

Full account number (including bank codes): **IBAN_ ONLY**

IBAN code: **IT38C0200812834000100311263**

ARTICLE 6 - DATA CONTROLLER AND COMMUNICATION DETAILS

6.1 Data controller

The entity acting as a data controller according to General Condition n° 6 shall be the person who is representing the Agency for the purposes of the signature of this Grant Decision.

6.2 Communication details of the Agency

Any communication addressed to the Agency shall be sent to the following address:

Education, Audiovisual and Culture Executive Agency
Unit A6 - "Not-for-profit European Sport Events"
Office: SPA2, 00/089
Avenue du Bourget, 1
1049 Brussels
BELGIUM
E-mail address: EACEA-SPORT@ec.europa.eu

6.3 Communication details of the beneficiary

This Grant Decision is addressed to the beneficiary:

COMUNE DI REGGIO EMILIA
Serena Foracchia
PIAZZA PRAMPOLINI 1,
I - 42100 REGGIO EMILIA

Any communication from the Agency to the beneficiary shall be sent to the above mentioned address

ARTICLE 7 – ADDITIONAL PROVISIONS ON USE OF THE RESULTS (INCLUDING INTELLECTUAL AND INDUSTRIAL PROPERTY RIGHTS)

In addition to the provisions of General Condition n° 8, if the beneficiary produces materials under the scope of the project, such materials must be made available for the public, in digital form, freely accessible through the Internet under open licenses.

The beneficiary must also warrant that the Agency and the Commission has the rights to:

- communicate the results of the action by any other types of communication not specified in the General Conditions;
- edit or re-write in another way the results of the action, including shortening, summarising, modifying the content, correcting technical errors in the content;
- cut, insert meta-data, legends or other graphic, visual, audio or word elements in the results of the action;

- extract a part (e.g. audio or video files) of, divide into parts or compile the results of the action;
- prepare derivative works of the results of the action;
- translate, insert subtitles in, dub the results of the action in all official languages of EU;
- authorise or sub-licence the modes of exploitation set out above to third parties;

The Agency and the Commission shall have the rights of use specified in the General Conditions and set out above for the whole duration of the industrial or intellectual property rights concerned.

ARTICLE 8 – SPECIAL PROVISIONS ON BUDGET TRANSFERS

By way of derogation from the first subparagraph of General Condition n° 22, budget transfers between budget categories are limited to 10% of the amount of each budget category for which the transfer is intended.

ARTICLE 9 – ORDER OF PRECEDENCE AND ANNEXES

The Annex II "General Conditions" (hereinafter referred to as the "General Conditions") and the other Annexes to the present Grant Decision form an integral part of the present Grant Decision. The terms set out in this Grant Decision shall take precedence over those in the General Conditions. The terms of the General Conditions shall take precedence over the other Annexes.

ARTICLE 10 – OTHER SPECIAL CONDITIONS

10.1 - ADDITIONAL PROVISIONS ON AWARD OF CONTRACTS AND SUBCONTRACTING

In addition to the provisions set out in General Condition n° 9 and General Condition n° 10, where the value of a contract awarded in accordance with those General Conditions exceeds EUR 60.000, the beneficiary shall, abide by the following rules:

the beneficiary must obtain competitive tenders from potential contractors and award the contract to the bid offering best value for money, observing the principles of transparency and equal treatment of potential contractors and taking care to avoid conflicts of interests.

10.2 - SPECIAL PROVISIONS ON THE CONVERSION OF COSTS INCURRED IN ANOTHER CURRENCY INTO EURO

By way of derogation from General Condition n° 23.4, any conversion into euro of costs incurred in other currencies shall be made by the beneficiary at the monthly accounting rate established by the Commission and published on its website

(http://ec.europa.eu/budget/contracts_grants/info_contracts/inforeuro/inforeuro_en.cfm) applicable on the month when the pre-financing is executed.

10.3 - PUBLICITY

1. For the purpose of General Condition n° 7 of the grant decision, relating to the publicity and use of the relevant logo, the beneficiary must follow the instructions available on the following website: https://eacea.ec.europa.eu/about-eacea/visual-identity_en

2. The beneficiary must inform the public, press and media of the action (internet included), which must, in conformity with General Condition n° 7 mentioned above, visibly indicate “with the support of the Erasmus+ Programme of the European Union” as well as the graphic logos.

3. Where the action, or part of the action, is a publication, the mention and graphic logos must appear on the cover or the first pages following the editor's mention.

4. If the action includes events for the public, signs and posters related to this action must be displayed. This must include the logos mentioned under point 1. Authorisation to use the logos described in point 1 implies no right of exclusive use and is limited to this decision.

10.4 - DISSEMINATION AND EXPLOITATION OF RESULTS

Beneficiaries of grants under the Erasmus+ Programme have the duty to ensure that the work undertaken within the framework of this grant decision and the results accruing from it receive substantial visibility. The beneficiary must pay specific attention to the importance of dissemination, exploitation of results of the action and to their visibility at a transnational level. In this respect, the beneficiary must:

- create and maintain (at least during the project lifetime) a website for the action. The website must be kept up-to-date with at least: a description of the project, the contact details of the beneficiary, mention of the European Union's financial support with the relevant logo and access to all results, as and when they become available.
- update the project summary in accordance with the instructions provided in Annex IV.
- provide during the project lifetime the Agency and/or the Commission with the information requested in order to promote the Erasmus+ Programme and disseminate the results. This may include answering questionnaires and entering data into databases.
- use the Erasmus+ Project Results Platform, on the website <http://ec.europa.eu/programmes/erasmus-plus/projects/> to disseminate project results and deliverables in accordance with the instructions provided therein. The approval of the final report will be subject to the upload of the project results/deliverables on the aforementioned platform by the time of its submission.

10.5 - PENALTIES IN THE CASE OF NON-COMPLIANCE WITH PUBLICITY OBLIGATIONS AND FOR POOR, PARTIAL, OR LATE IMPLEMENTATION

The obligation to comply with the publicity provision set out in General Condition n° 7 constitutes a substantial obligation. Without prejudice to the right to terminate the grant, in case of failure to fulfil this obligation, the Agency may apply a 20% reduction of the grant initially provided for.

For the purpose of poor, partial or late implementation as provided for in General Condition n° 25.4 and in a total of maximum 100 points, the reduction will be of:

- 25% if the project scores at least 40 points and below 50 points;
- 35% if the project scores at least 30 and below 40 points;
- 55% if the project scores at least 20 and below 30 points;
- 75% if the project scores below 20 points.

10.6 - MEETINGS BETWEEN AGENCY AND THE BENEFICARY

Representatives of the beneficiary shall participate in meetings organised by the Agency. There will be a maximum of 2 meetings per grant decision. The expenses for participation will be considered eligible costs.

SIGNATURE



For the Agency

PO

HALLER-BLOCK Ute
Authorising Officer by Sub-delegation

Done at Brussels on

28/07/2017

In duplicate in English

- Annex I Description of the action
- Annex II General Conditions (hereinafter referred to as “the General Conditions”)
- Annex III Estimated budget of the action
- Annex IV Model technical report
- Annex V Model financial statement
- Annex VI List of supporting documents or Guidance notes – Report of Factual Findings on the Final Financial Report – Type I
- Annex VII Model terms of reference for the operational verification report: not applicable

GRANT DECISION N° 2017 - 1942 / 001 - 001

ERA-SPOEVE

ANNEX I

DESCRIPTION OF THE ACTION

The grant awarded aims at implementing the activities as they are described in the application form submitted by:

COMUNE DI REGGIO EMILIA

for the action entitled:

EXPOSPORT- International Sport Game

Any change to the activities needs to be explicitly authorised by the Executive Agency.

GRANT DECISION N° 2017 - 1942 / 001 - 001

ANNEX II

GENERAL CONDITIONS

Submission of a grant application implies the acceptance of these General Conditions. These General Conditions bind the beneficiary to whom the grant is awarded and shall constitute an annex to the Grant Decision.

https://eacea.ec.europa.eu/about-eacea/document-register_en#calls

GRANT DECISION N° 2017 - 1942 / 001 - 001

ANNEX III

ESTIMATED BUDGET OF THE ACTION

Name of organisation: COMUNE DI REGGIO EMILIA

Project number: 590592-EPP-1-2017-1-IT-SPO-SNCESE Grant decision: 2017-1942

€	873.300,00
€	500.000,00
	57,25%

Project budget eligible:

Eligible for funding (Grant):

Eligible percentage of funding:

EXPENDITURE	Submitted	Ineligible	transfers between budget headings	Eligible
Direct Costs				
1. Personnel	€ 97.500,00			€ 97.500,00
2. Travel and subsistence	€ -			€ -
3. Equipment costs	€ -			€ -
4. Consumables and supplies	€ 60.000,00		€ -60.000,00	€ -
5. Subcontracting costs	€ 104.000,00		€ 60.000,00	€ 164.000,00
6. Duties, taxes and charges	€ -			€ -
7. Other costs	€ 554.800,00			€ 554.800,00
Subtotal Direct Costs	€ 816.300,00	€ -	€ -	€ 816.300,00
Indirect costs	€ 57.000,00	€ -		€ 57.000,00
Subtotal Indirect Costs	€ 57.000,00	€ -	€ -	€ 57.000,00
TOTAL EXPENDITURE	€ 873.300,00	€ -	€ -	€ 873.300,00

INCOME	Submitted	Eligible
Other contribution (non-EU)	€ 373.300,00	
Own contribution	€	
Income generated by the project	€	
Third party's contribution	€	
Subtotal other contributions	€ 373.300,00	€ 373.300,00
EU Grant requested	€ 500.000,00	€ 500.000,00
TOTAL INCOME	€ 873.300,00	€ 873.300,00

General comment: please note that all costs must be clearly specified, detailed and duly documented. The EACEA reserves the right to reject ineligible expenses at final report level.

1. Personnel costs:

Please note that only staff assigned to the implementation of the project having a permanent or a temporary work contract with the beneficiary or temporary staff recruited through an interim agency should be indicated. The services towards the project shall be recorded under the payroll of the beneficiary. Costs for other persons involved in the implementation of the project should be reported either under 'Subcontracting costs' (e.g. fees for external experts) or 'Other costs' (e.g. travel and subsistence costs for volunteers). Supporting documents such as signed time sheets, declarations of staff salaries, the registration as permanent staff / temporary staff, permanent or temporary work contracts etc. should be available and delivered if requested at the final reporting stage.

5. Subcontracting costs:

Please note that where the implementation of the action requires the procurement of goods, works or services, the beneficiary shall award the contract to the tender offering best value for money or, as appropriate, to the tender offering the lowest price. In doing so, the beneficiary shall avoid any conflict of interests. Please bear in mind that management and general administration of the project cannot be subcontracted. For more information on subcontracting and tenders, please refer to article 10.1 and to articles 9 and 10 of the general conditions (Annex I) of the grant decision.

Indirect costs:

Please note that indirect costs are not eligible in case the beneficiary received an operating grant from the budget of the European Union for the period concerned. Therefore, the eligibility of the indirect costs will be assessed at the final report level.

Transfers:

60.000,00 EUR corresponding to communication and dissemination material, printing of final publication and printing of DVD are transferred from Consumables and supplies to Subcontracting costs.

GRANT DECISION N° 2017 - 1942 / 001 - 001

ANNEX IV

FINAL TECHNICAL IMPLEMENTATION REPORT

The template of the technical report to be used is available online at the following address:

http://eacea.ec.europa.eu/erasmus-plus/beneficiaries-space_en

GRANT DECISION N° 2017 - 1942 / 001 - 001

ANNEX V

FINANCIAL STATEMENT

The template of the financial statement to be used is available online at the following address:

http://eacea.ec.europa.eu/erasmus-plus/beneficiaries-space_en

GRANT DECISION N° 2017 - 1942 / 001 - 001

ANNEX VI

**List of supporting documents or
Guidance notes - Report of Factual Findings on the Final Financial Report - Type I**

Document to be provided is available online at the following address:

List of supporting documents:

http://eacea.ec.europa.eu/erasmus-plus/beneficiaries-space_en

Guidance notes - Report of Factual Findings on the Final Financial Report-Type I
Type I - Audit Certificate on Final Financial Report:

https://eacea.ec.europa.eu/sites/eacea-site/files/annex_iii_guidance_notes_audit_type_i_03-2014_en.pdf