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## Erasmus for Young Entrepreneurs

### Erasmus for Young Entrepreneurs

**Agreement for financial support to the New Entrepreneur  
between the New Entrepreneur and the Lead Intermediary Organisation**

**Agreement for financial support number: 200963**

The New Entrepreneur's Lead Intermediary Organisation

Name: Creative Industry Košice, n. o.

Address: Kukučínova 2, 040 01 Košice, Slovakia

Tel.: +421 55 696 4279

Fax: -

E-mail: office@cike.sk

Name of the authorized representative: Ing. arch. Michal Hladký, director

Hereafter referred as the "LNIO"

of the one part,

and

the New Entrepreneur

Name: Nika Batista

Address:

Tel.: ·

Fax: -

E-mail:

Hereafter referred as the "NE"

of the other part,

considering that the NE has been successfully selected by both the NIO Poligon, zavod za razvoj kreativnih industrij, socialno podjetje (hereinafter referred to as "Poligon") and the Host Entrepreneur's Intermediary Organisation (HIO), after agreement of the host entrepreneur [name and company], to take part in the European Commission's programme "Erasmus for Young Entrepreneurs",

HAVE AGREED

the following special conditions and annexes below

- **Annex 1:** "General Conditions applicable to the financial support to the New Entrepreneur selected for a stay abroad with a Host Entrepreneur"
- **Annex 2:** "Erasmus for Young Entrepreneurs Commitment" concerning the relationship number 200963

which form an integral part of this agreement for financial support.

The terms of the special conditions shall take precedence over those in the annexes.

## **SPECIAL CONDITIONS**

### **Article 1 - Aim and purpose of the financial support**

Erasmus for Young Entrepreneurs aims to facilitate the exchange of experiences, learning and networking for new entrepreneurs in the participating countries through periods spent at companies of experienced entrepreneurs in other participating countries.

The purpose of this agreement is to offer financial support to the NE. The support has the function of covering some of the expenses (travel, accommodation and subsistence costs) which the NE incurs while staying with the Host Entrepreneur (HE) in the HE's country within the framework of this mobility programme.

The NE accepts to take part in the European Commission's programme Erasmus for Young Entrepreneurs and to comply with all the conditions related to the implementation of this project.

### **Article 2 – Duration and place**

- 2.1. This agreement shall enter into force on the date when the last of the two parties signs it.<sup>1</sup>
- 2.2. The duration of the stay abroad with the HE is from 2.9.2019 to 1.12.2019. The stay has a total duration of 3 months and 0 days.
- 2.3. The stay abroad will take place in city Gothenburg, Sweden.
- 2.4. The stay abroad must be completed within the eligibility period of the NIO's grant agreement that the latter has concluded with the Executive Agency for Small and Medium-sized Enterprises (EASME) in the framework of the programme Erasmus for Young Entrepreneurs.
- 2.5. The minimum duration of the stay abroad of the NE shall be one month and the maximum duration shall be six months.
- 2.6. The NE and the HE may agree that the stay abroad should be completed in one or more periods of one week. **NE is paid only for the stay abroad.**

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<sup>1</sup> The recommended practice is for the NIO to sign last.

- 2.7. The NE is obliged to inform without any delay his/her NIO and LNIO in case of events or developments that might have any impact on his/her stay or his/her relationship with the HE.

### **Article 3 - Financial support**

- 3.1. The LNIO undertakes to pay to the NE a monthly lump sum of € 950 per month.
- 3.2. This monthly amount is deemed to cover necessary expenses, such as travel, accommodation and subsistence.
- 3.3. The LNIO is entitled to ask the NE for evidence to ensure that the exchange takes place (boarding passes, rental agreement, etc.).
- 3.4. In case of early termination of the exchange, the financial support will be modified according to the provision of Article 1 of Annex 1.

### **Article 4 – Payment arrangements**

- 4.1. Prior to the start of the stay, the LNIO shall do an advance payment to the NE being equivalent to one month of the financial assistance foreseen. Further advance payments should be made at least on a monthly basis, allowing NEs to cover their expenses during the stay.
- 4.2. The request for final payment shall be accompanied by the NE's final activity report (feedback questionnaire) that needs to be submitted by the NE within 15 working days after the end of the stay. The balance of maximum one-month equivalent should be paid within 30 days of submission of the corresponding feedback questionnaires by both entrepreneurs, as well as any support documents required by the LNIO.

### **Article 5 – Contact person**

Any communication in connection with this agreement shall be done by the NE in writing to the contact person mentioned below. The NE is obliged to communicate his/her contact details to the contact person as soon as he/she has arrived in the city/country mentioned in Article 2.3.

Name and surname of the contact person in the NIO: Luka Piškorič

Function: Project manager

Address: Poligin Institute, Tobačna ulica 5, 1000 Ljubljana

Tel.: +386 41 660 612

Fax: -

Email: luka@poligon.si

### **Article 6 – Bank account**

Payment of the financial support will be made to the following bank account according to the conditions mentioned in Annex 2 of this agreement:

Name of the bank account holder (NE's bank account):

Name of the Bank:

Address:

Full account number (including bank codes):

BIC:

IBAN: :

#### **Article 7 – Applicable law and competent jurisdiction**

- 7.1. The grant is governed by the terms of this agreement, the Community rules applicable and, on a subsidiary basis, by the law of the LNIO's country relating to grants.
- 7.2. The courts having jurisdiction for matters relating to the grant agreement shall be those of the country of LNIO.

#### **Article 8 - Amendment**

- 8.1. Any amendment to this agreement must be the subject of a written supplementary agreement. No oral agreement may bind the parties to this effect.
- 8.2. Extension of a relationship is allowed, with or without an increase in the initial financial contribution agreed, only if the relationship is still ongoing and if all actors (NE, HE, NIO, HIO, and their corresponding consortia) remain the same. A written approval for such an extension must be obtained before the end of the exchange and a written amendment to this agreement must be signed accordingly.

Done in two copies, one for each party

Done at Košice,

Done at Hruševje, 22.8.2019

Signature  
authorised representative

Signature of NE

## Annex 1

### **General conditions applicable to the financial support to the New Entrepreneur selected for a stay abroad with a Host Entrepreneur**

In the framework of the programme “Erasmus for Young Entrepreneurs” the LNIO shall provide financial support to the New Entrepreneur (NE) selected for his/her stay abroad with the Host Entrepreneur (HE). This financial support is subject to the following conditions.

#### **1. Early termination of the stay abroad**

- 1.1. If the entrepreneurs agree to finish the relation within a shorter period than initially agreed on and ask for **early completion** of the stay, both NE and HE must explain the reasons for early termination of the exchange and conclude that the stay abroad nevertheless reached the goals the parties committed to. In this case, the NE is entitled to receive financial assistance for the time he/she actually stayed abroad.
- 1.2. Provided the NE and an the HE did not fulfil the commitments agreed to by the HE, NE and the IOs, involved in the Erasmus for Young Entrepreneurs Commitment, the relation will be considered **failed**<sup>2</sup>. Based on the NIO evaluation of the reasons given by the NE for early termination, either of the following actions are to be implemented:
  - 1.2.1 The NE will have to reimburse any amounts received if the relationship failed because the NE did not respect his/her obligations under the Erasmus for Young Entrepreneurs Commitment. The NE will have to reimburse all the advanced payments within 15 working days of receiving a request to do so.
  - 1.2.2. No reimbursement will be claimed from the NE and final payment will be made if the relationship failed because the HE did not respect his/her obligations under the Erasmus for Young Entrepreneurs Commitment.
  - 1.2.3. When responsibility for the unsuccessful relationship cannot be attributed to either the NE or HE, then the decision to reimburse the new entrepreneur will be taken by the European Commission and EASME.

#### **2. Liability**

- 2.1 The NIO cannot under any circumstances or for any reason whatsoever be held liable for damage or injury sustained to the property of the NE or the HE

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<sup>2</sup> A relationship is not considered as failed when: the NE stays for the full time of the contract/ the NE and HE mutually agree that the relationship can be shorter than initially agreed and are both satisfied with the exchange/ the relationship breaks due to force majeure.

while the stay abroad is being carried out or as a consequence of the stay abroad.

- 2.2 The NE shall assume sole liability towards third parties, including liability for damage or injury of any kind sustained by them as a result of an infringement by the NE, or as a result of violation of a third party's rights by the NE while the stay abroad is being carried out, or as a consequence of the stay abroad. The NE shall discharge the NIO of all liability arising from any claim or action brought as a result of an infringement by the NE, or as a result of violation of a third party's rights.

### **3. Conflict of interests**

- 3.1 The NE undertakes to take all the necessary measures to prevent any risk of conflict of interests which could affect the impartial and objective execution of the agreement. Such conflict of interests could arise in particular as a result of economic interest, political or national affinity, family or emotional reasons, or any other shared interest.
- 3.2 Any situation constituting or likely to lead to a conflict of interests during the execution of the agreement must be brought to the attention of the NIO, in writing, without delay. The NE shall undertake to take whatever steps are necessary to rectify this situation at once.
- 3.3 The NIO reserves the right to check that the measures taken are appropriate and may demand that the NE take additional measures, if necessary, within a certain time.

### **4. Confidentiality**

The NIO and the HE undertake to preserve the confidentiality of any document, information or other material directly related to the subject of the agreement that is duly categorised as confidential, if disclosure could cause prejudice to the other party. The parties shall remain bound by this obligation beyond the closing date of the action.

### **5. Checks and audits**

- 5.1 The NE agrees that the LNIO may carry out an audit of the use made of this financial support, either directly by its own staff or by any other outside body authorised to do so on its behalf. Such audits may be carried out throughout the period of implementation of the agreement until the balance is paid and for a period of five years from the date of payment of the balance. Where appropriate, the audit findings may lead to reimbursement from the NE to the LNIO.

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- 5.2 The NE undertakes to allow the NIO staff the appropriate right of access to sites and premises where the programme is or has been carried out and to all the information, including information in electronic format, needed in order to conduct such audits.
- 5.3 The European Court of Auditors and the European Commission shall have the same rights as the NIO, notably right of access, as regards checks and audits.

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**Annex 2**

**'Erasmus for Young Entrepreneurs Commitment'  
concerning the relationship number 200963**



# Annex: Erasmus for Young Entrepreneurs Commitment

RLT200963

## I. DETAILS ABOUT THE NEW ENTREPRENEUR

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**Name of the participant:** Ms Nika Batista

**Contact details:**

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**Intermediary organisation (home country) and contact person (name, e-mail, tel.):**

Poligon, zavod za razvoj kreativnih industrij, socialno podjetje [ Slovenia]

Mr Luka PISKORIC , luka@poligon.si , (+386) 41660612

## II. DETAILS ABOUT THE HOST ENTREPRENEUR

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**Host entrepreneur:** Ms Sabina Antonsson

**Sector of activity:** Music, theater, events and related cultural and entertainment services

**Name of the enterprise:** Onyx Kulturproduktion

**Total employees:** 3

**Contact details:** Ärlegatan 8C - 41457 Gothenburg - Sweden

sabina@onyxkulturproduktion.se - +46 766501318

**Intermediary organisation (home country) and contact person (name, e-mail, tel.):**

Ale municipality [ Sweden]

Kristina Engstrand , kristina.engstrand@ale.se , (+46) 725031821

## III. SUMMARY OF THE PROPOSED STAY ABROAD

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**Months of stay abroad :**

**Planned start date of the stay:** 02 September 2019

**Planned end date of the stay:** 02 December 2019

**Objectives of the stay:** NE is eager to learn from HE how to start a small creative company as HE's business model is quite similar to the one NE would like to implement. NE is especially interested in turning art into business which is exactly what HE is doing with producing and managing art projects. As NE is quite good with ideas and their visualisation, she lacks the skills and experience to bring them to reality and to the market and believes working with HE would benefit her in this area. NE also wants to use the opportunity of this exchange to expand horizons and develop new ideas. HE is doing everything from applications to conceptualization and realization. They try to help their collaborator with the activities they don't have time for. Social sustainability is an important aspect. After the interview with NE, HE believes her competences and experience can contribute to their business development. HE is especially interested in NE's artistic skills. HE is also very much interested in European collaborations and wants to expand their network of collaborators beyond Sweden.



**Description of the work/learning project:** During the exchange the HE and NE will work closely together. The aim for the exchange is for the NE and HE to share experiences, networks, skills and ideas with each other - to profit them both. The NE will participate in the HE's ongoing projects, where she will be producing digital content for the HE (photos, videos and graphic design). The NE will also be running at least one project of her own, ordered by the HE, a client of the HE and/or designed by the NE herself. In exchange the HE will "teach" the NE how to start up and run a small creative business. The HE will share her experiences and mentoring the NE as she will be working on improvements in her business model/plan. The HE will also introduce the NE to her professional network of artists in Sweden.

**Proposed plan of activities:** Start up / Introduction (Week 1-2): The first two weeks of the exchange is dedicated for the NE and HE to get to know each other. The NE will get an introduction to the HE's company, business model and ongoing/upcoming projects. The NE/HE will also spend time together to discuss possible projects for collaboration. A detailed activity plan will be made. The HE and NE will also arrange 1-3 shorter workshops where they share their skills, perspectives and experiences with each other. Production (Week 3-11): After the two weeks of introduction, the NE and HE will start working on 1-2 projects together. The NE will produce digital content (photos, videos etc) for at least one ongoing projects. The NE will also be project managing at least one project. During this period, the NE will also be refining her business model. The HE will give feedback and share her experiences with the NE. The NE will also participate in meetings/workshops where the HE's business improvements are discussed. The HE want to get the NE's perspectives and ideas on how to improve her own business. This period is also about networking and exchanging business relationships. Both NE and HE will share their network with each other. The NE will have the chance to meet both clients and other contacts in the HE's network. The NE will introduce and/or connect the HE with possible connections in Slovenia. Wrap-up and evaluation (Week 11-13): During the last two weeks of the exchange the NE and HE will have time together to finish up and evaluate both the exchange and the specific activities of the collaboration.

**Expected outcome:** The NE will a) Gain experience in how to run a small creative business, b) Develop skills and confidence in project management, c) Improve her business model and d) Expand her professional network of artists The HE will a) Gain new insights and ideas on how to run and produce culture projects, b) Refine her brand identity through new digital content c) expand her network of artists in Europe



#### **IV. COMMITMENT BY THE FOUR PARTIES**

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**By signing this document the new entrepreneur, host entrepreneur and intermediary organisations confirm that they will abide by the principles of the Erasmus for Young Entrepreneurs Commitment attached below.**

##### **THE NEW ENTREPRENEUR UNDERTAKES TO:**

- Abide** by the rules and regulations of the host entrepreneur, his or her usual working hours, code of conduct and rules of confidentiality.
- Communicate** with the intermediary organisations about any problem or changes regarding the placement.
- Comply** with all arrangements negotiated for his or her stay in order to achieve the stated objectives, particularly execute the planned activities and the work/learning project and to do his or her best to make the stay a success.
- Submit** a report in the specified format, together with the requested supporting documentation to substantiate costs, at the end of the stay.

##### **THE INTERMEDIARY ORGANISATIONS UNDERTAKE TO:**

- Select** suitable, recently established, new entrepreneurs (NE) and host entrepreneurs (HE) and ensure that they are both able to achieve the objectives of the stay.
- Facilitate** the matching between a qualified and suitable NE and HE and ensure that both parties agree on a work/learning project whose contents are transparent and acceptable and whose objectives are achievable. Prepare the NE and HE for the practical, professional and cultural aspects of the stay.
- Help** to manage transport, accommodation, visa/work permit arrangements, social security cover and insurance, to the extent necessary and desired.
- Provide** contact details of all parties involved and ensure that final arrangements are in place before the NE leaves his or her home country.
- Establish** appropriate communication channels for all parties.
- Evaluate** progress on the project on an ongoing basis and take appropriate action if required.
- Disburse** funding to the NE as appropriate, on the basis of agreed activities, milestones and reporting.
- Evaluate** with each NE the personal and professional development achieved.



**THE HOST ENTREPRENEUR UNDERTAKES TO:**

Comply	with all arrangements negotiated, particularly the NE's work/learning project, and to do his or her best to achieve the objectives and make the stay a success.
Assign	to the NE tasks and responsibilities that match his or her knowledge, skills, competences and objectives and ensure that appropriate equipment and support are available and that the NE's work/learning objectives are achieved.
Foster	the NE's understanding of entrepreneurship and how to start-up a business.
Provide	practical support if required.
Submit	a report in the specified format at the end of the stay.

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**THE NEW ENTREPRENEUR: Ms Nika Batista**

**I agree with the above mentioned stay abroad and the principles that concern me.**

Signature of the NE	Date:
Ms Nika Batista (Signed)	10/08/2019

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**THE NE's INTERMEDIARY ORGANISATION: Poligon, zavod za razvoj kreativnih industrij, socialno podjetje [ Slovenia]**

**I agree with the above mentioned stay abroad and the principles that concern my IO.**

Coordinator's signature	Date:
Mr Luka PISKORIC (Signed)	10/08/2019

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**THE HOST ENTREPRENEUR: Ms Sabina Antonsson**

**I agree with the above mentioned stay abroad and the principles that concern me.**

Signature of the HE	Date:
Ms Sabina Antonsson (Signed)	12/08/2019

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**THE HE's INTERMEDIARY ORGANISATION: Ale municipality [ Sweden]**

**I agree with the above mentioned stay abroad and the principles that concern my IO.**

Coordinator's signature	Date:
Ms Kristina Engstrand (Signed)	12/08/2019

