

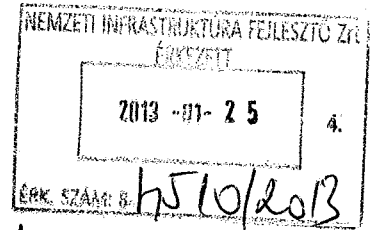
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Hungary-Serbia

IPA Cross-border Co-operation Programme



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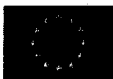
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Subsidy Contract for Community Funding

Project ID: HUSRB/1203/111/050

Project acronym: Tiszasz - Djala

Project title: Rehabilitation of Tiszasziget-Djala cross-border connecting road



The Programme is co-financed by the
European Union



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Subsidy Contract
for the implementation of the Project
No:HUSRB/1203/111/050, Acronym: Tiszasz - Djala,
Title:Rehabilitation of Tiszasziget-Djala cross-border connecting road

within the

Hungary-Serbia IPA Cross-border Co-operation Programme

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

National Development Agency

acting as the Managing Authority of the Hungary-Serbia IPA Cross-border Co-operation Programme (hereinafter referred to as the Managing Authority)

Address: 1077 Budapest, Wesselényi u. 20-22., Hungary

National tax number: 15598323-2-41

on one hand,

and

National Infrastructure Developing Private Company Limited (Nemzeti Infrastruktúra Fejlesztő Zrt.)

Address: 1134 Budapest, 45 Váci street, Hungary

National tax number: 11906522-2-44

acting as the Lead Beneficiary

on the other hand,

hereinafter jointly referred to as the Parties,

based on the following legal framework:

- COUNCIL REGULATION (EC) No 1085/2006 of 17 July 2006 establishing an Instrument for Pre-Accession Assistance (IPA);
- COMMISSION REGULATION (EC) No 718/2007 of 12 June 2007 implementing Council Regulation (EC) No 1085/2006 establishing an Instrument for Pre-Accession Assistance (IPA), (hereinafter referred to as the IPA Implementing Regulation);
- COUNCIL REGULATION (EC, Euratom) No 1605/2002 of 25 of June 2002 on the Financial Regulation applicable to the general budget of the European Communities;
- COMMISSION REGULATION (EC, Euratom) No 2342/2002 of 23 December 2002 laying down detailed rules for the implementation of Council Regulation (EC, Euratom) No 1605/2002 on the Financial Regulation applicable to the general budget of the European Communities;
- COMMISSION DECISION C(2007)2034 on the 'Rules and procedures for services, supply and works contracts financed from the general budget of the European Communities for the purposes of cooperation with third countries';
- COMMISSION REGULATION (EC) No 800/2008 of 6 August 2008 on declaring certain categories of aid compatible with the common market in application of Articles 87 and 88 of the Treaty (General Block Exemption Regulation).



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

- The Programme Document of the Hungary-Serbia IPA Cross-border Co-operation Programme, approved by the European Commission on the 25 March 2008 by Decision No C(2008)1075 (hereinafter referred to as the Programme Document);
- Community rules regarding 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;
- National rules applicable to the Lead Beneficiary and its Project Partners (hereinafter also referred to together as Project Partners);
- Chapters 1-5 of the Practical Guide to contract procedures for EC external actions (hereinafter referred to as the PraG).
- the relevant Call for Proposals of the Programme published on the Programme website (hereinafter referred to as the Call for Proposals);
- the Project Implementation Handbook for the Hungary-Serbia IPA Cross-border Co-operation Programme, laying down the programme specific rules for the implementation of the projects (hereinafter referred to as the Project Implementation Handbook);
- the Guidelines for Implementing Information and Publicity Requirements for the Projects in the Hungary-Serbia IPA Cross-border Co-operation Programme, laying down the programme specific rules on information and publicity measures of the projects (hereinafter referred to as the Information and Publicity Guidelines);
- the Control Guidelines for the Hungary-Serbia IPA Cross-border Co-operation Programme, as well as the Control Guidelines for Project Partners laying down national level rules for the control of the expenditure presented by the project partners.

Article 1 Award of subsidy

1. In accordance with the decision of the Joint Monitoring and Steering Committee, dated **28 September 2012**, an earmarked subsidy is awarded to the Lead Beneficiary from the Community funding under the Hungary-Serbia IPA Cross-border Cooperation Programme for the implementation of the project identified on page 1 of the Contract (hereinafter referred to as the Project).

Total project budget:	1 735 460,00 EUR say: one million seven hundred thirty-five thousand four hundred sixty euro
Maximum Community contribution awarded:	1 475 141,00 EUR say: one million four hundred seventy-five thousand one hundred forty-one euro
Amount of advance from the Community contribution awarded	221 271,15 EUR say: two hundred twenty-one thousand two hundred seventy-one euro and fifteen cent



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2. The Community co-financing rates per Project Partners are set in Annex I. (Application Form, Sources of Funding) of the present Contract. As a general rule, the Community co-financing rates per Project Partners cannot exceed 85 % of the eligible expenditures.
3. The maximum amount of Community contribution awarded for the Project cannot be exceeded.
4. Should the total eligible costs after the completion of the Project be lower than the budgeted amount, the abovementioned Community contribution awarded will be correspondingly reduced according to the Community co-financing rates per Project Partners set in Annex I. (Application Form, Sources of Funding).
5. Reimbursement of the Community contribution is under the condition that the European Commission makes the Community contribution available to the above-described extent.
6. If the European Commission fails to make the Community contribution available or if the Memorandum of Understanding signed by the Participating Countries is no longer in force, the Managing Authority will be entitled to withdraw from the present Contract.

Article 2 Duration of the Project

1. Project starting date: 01/02/2013
2. Project end date: 31/07/2014
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.
4. Preparation costs can only be eligible if they were incurred on or after 25 March 2008 for projects or parts of projects implemented in Hungary (the date of the approval of the Programme Document), and for projects or parts of projects implemented in Serbia on or after the 27 March 2009 (the date of the signature of the Financing Agreement), further for both countries before the date of submission of the given application to the Joint Technical Secretariat, and if they have been paid before the end date of the first reporting period.

Article 3 Object of use

1. The Community contribution is awarded exclusively for the implementation of the Project as it is described in the Application Form in Annex I.
2. Project expenditure, including preparation costs, which qualifies for the Community contribution awarded according to Article 1.1., consists exclusively of project expenditure related to the project activities approved by the Joint Monitoring and Steering Committee.



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3. The rules for the eligibility of expenditure are set in the respective Control Guidelines. The relevant EC regulations, in particular Articles 34, 89 and 97 of Regulation (EC) No 718/2007, further the national eligibility rules have to be also respected. In case of contradiction between the abovementioned rules, the stricter rule shall apply.

Article 4 Advance payment

The amount of the advance specified in Article 1.1. is transferred to the Lead Beneficiary's separate bank account as indicated in Article 6.6. within 60 days from the registration date of the signed Contract at the Joint Technical Secretariat. In case the Community funding balance of the programme single bank account handled by the Certifying Authority does not cover the amount to be transferred, the payment of the advance will be suspended until the transfer of the Community funding from the EC is made to the programme single bank account.

Article 5 Reporting and Applications for Reimbursement

1. The Lead Beneficiary can only submit an Application for Reimbursement to the Joint Technical Secretariat if it is accompanied by proof of progress of the Project. Therefore the Lead Beneficiary has to submit a Project Progress 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 approved Application Form. Even if no expenditures were incurred in a reporting period, the Project Progress Report shall be submitted in due time to the Joint Technical Secretariat.
2. The Lead Beneficiary has to submit the Project Progress Report and the Application for Reimbursement for each four-month reporting period from the project starting date indicated in Article 2.1. The Lead Beneficiary is entitled to submit a Start-up Project Progress Report within 90 calendar days from the conclusion of the Subsidy Contract, in case the Project was approved with preparation costs to be co-financed or if the starting date of the Project precedes the conclusion date of the Contract.

In this case the first Project Progress Report shall cover the period between the signature of the Contract and the end of the first four-month reporting period. The Project Progress Reports and the Applications for Reimbursement have to be submitted to the Joint Technical 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 5.13.

3. Additional obligatory deadlines to submit an Application for Reimbursement may be set by the Managing Authority in order to avoid decommitment of Community contribution at programme level.
4. The Start-up Project Progress Report and Application for Reimbursement (if any) have to cover the preparation costs of the Project and/or the project expenditure incurred between the starting date of the Project and the conclusion date of the



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present Contract. In case no Start-up Project Progress Report and Application for Reimbursement is submitted, the abovementioned costs have to be included in the first Project Progress Report and Application for Reimbursement at the latest, covering the first reporting period as indicated in Article 5.13.

5. The Final Project Progress Report and Application for Reimbursement have to be submitted to the Joint Technical Secretariat within 90 calendar days after the end date of the Project as indicated in Article 2.2.
6. The language of each report is English. The applicable format of the Project Progress 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 Project Progress Report and the Application for Reimbursement online through the Front Office surface of the IMIS 2007-2013 (the monitoring and information system of the Programme; hereinafter referred to as the system). Access to the system is only permitted by means of an individual username and password. The Rules of Use of the system are set in Annex IV. of this contract. Further rules on reporting – including the documents to be submitted with the Project Progress Report – are set in the Project Implementation Handbook.
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. The Lead Beneficiary shall ensure that the expenditure presented by the Project Partners participating in the Project has been incurred for the purpose of implementing the Project and that it corresponds to the activities agreed between the Project Partners described in the Application Form in Annex I.
8. The Lead Beneficiary shall verify that the expenditure presented by each of its Project Partners has been validated by the designated Control Body of the Project Partner. The designated Control Bodies and the national level control requirements for each Participating Country are available in the respective Control Guidelines.
9. In case the Declarations on validation of expenditure are not received from each Project Partner for a given reporting period, the Lead Beneficiary shall submit the Application for Reimbursement on the basis of the Declarations on validation of expenditure available for the reporting deadline.

The expenditures of the Project Partner not validated for the given reporting period within the deadline can be requested only for the next reporting deadline to the reporting period concerned.

10. The Lead Beneficiary shall submit the Application for Reimbursement in Euro, based on the Declarations on validation of expenditure issued in Euro by the designated Control Bodies.
11. Project Partners from Participating Countries which have not adopted the Euro as their currency shall convert into Euro the amounts of expenditure in the list of invoices incurred in national currency before submission for validation to the responsible Control Body of the Participating Country. The expenditures shall be converted into Euro using the monthly accounting exchange rate of the European



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Commission¹ in force in the month in which the expenditure is submitted by the Project Partner to the Control Body.

- 12. The exchange rate risk is borne by the Lead Beneficiary or Project Partner concerned.
- 13. The Lead Beneficiary shall request the reimbursement of the Community contribution on the basis of the following table:

	Reporting period (dd/mm/yyyy)	Deadline for submission of the Project Progress Report and Application for Reimbursement (dd/mm/yyyy)	Indicative spending fore- cast ² (EUR)
1	01/02/2013 - 31/05/2013	29/08/2013	18 116,00
2	01/06/2013 - 30/09/2013	29/12/2013	181 796,00
3	01/10/2013 - 31/01/2014	01/05/2014	561 391,00
4	01/02/2014 - 31/05/2014	29/08/2014	440 416,00
5	01/06/2014 - 31/07/2014	29/10/2014	533 741,00
Total			1 735 460,00

- 14. The Lead Beneficiary has the possibility to deviate from the spending forecasts considering that in case of n+3 decommitment resulting from underspendings compared to the spending forecast, the Managing Authority is entitled to decommit the Project by reducing the original project budget and the corresponding Community contribution.
- 15. In case of a decision on the decommitment of the Project, the Managing Authority initiates the amendment of the present Contract. The Addendum to the Subsidy Contract has to be signed by both Parties.
- 16. The Lead Beneficiary upon request by the Joint Technical Secretariat shall submit Project Follow-up Reports, proving the sustenance of the project outputs. Follow-up reports shall cover 12-month periods, the first period beginning at the end date of the Project and shall be submitted to the Joint Technical Secretariat within 15 calendar days from the end of the reporting periods.
- 17. The Lead Beneficiary has to provide immediate information to the Joint Technical 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 Community contribution entirely or in part.

¹ The monthly exchange rates of the European Commission are available at website of the European Commission: <http://ec.europa.eu/budget/inforeuro/>

² Indicative spending forecast: eligible costs to be reported in the given reporting period



Immediate information shall also be provided in case the Project has not been or cannot be fully implemented by carrying out the planned activities, the planned outputs and results or by achieving at least 80 % of the quantifiable outputs, or if the Project cannot or could not be implemented in due time. In case that the Project cannot be implemented in line with the time schedule determined in the Application Form and in 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 immediately to the Joint Technical Secretariat in order to seek written approval. The request for approval does not imply the approval.

Article 6

Reimbursement of Community contribution to the Lead Beneficiary

1. The reimbursement of Community contribution to the Lead Beneficiary will be initiated only after the verification and acceptance of the Project Progress Report and of its annexes, the Application for Reimbursement and the Declarations on validation of expenditure.
2. The Lead Beneficiary may be requested for a completion of the Project Progress Report and of the Application for Reimbursement during the verification process by the Joint Technical Secretariat. After the second unsuccessful request for completion, the Project Progress Report and the Application for Reimbursement can be rejected. A rejected Application for Reimbursement can be resubmitted only once and for the next reporting deadline following the reporting period concerned. If the Project Progress Report contains ineligible expenditures the amount of the ineligible expenditures shall be deducted from the Application for Reimbursement. In this case the Lead Beneficiary shall re-compile and re-submit the Application for Reimbursement to the Joint Technical Secretariat. In case of the Final Project Progress Report and the Application for Reimbursement being 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).
3. The reimbursement of Community contribution will be authorised by the Certifying Authority. In case the Community funding 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 Community contribution from the European Commission is made to the programme single bank account.
4. The Community contribution part of all submitted and approved project expenditures will be reimbursed in full until the expenditures have reached 60% of the total Community contribution for the respective project part (i.e. of the budget of the respective partner). Having 60% of the Community contribution reimbursed, the amount of the advance – transferred at the start of the project – will be offset against the next Application for Reimbursement(s) until the total amount of the advance has been settled. Then reimbursement of the Community contribution will restart.
5. For receiving the reimbursement of Community contribution and for the transfers of Community contribution to the Project Partners, the Lead Beneficiary has to open a separate Euro bank account exclusively for the Project.





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6. The Community contribution will be reimbursed in Euro exclusively and will be transferred to the following separate project bank account held by the Lead Beneficiary:

IBAN account number:	HU 2912 0010 0800 1064 1203 1000 06
SWIFT Code:	UBRTHUHB
Bank name:	Raiffeisen Bank Zrt.
Bank address:	1054 Budapest, Akadémia utca 6.

7. The Lead Beneficiary has to notify the Joint Technical Secretariat in writing 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.
8. In case the Lead Beneficiary fails to properly inform the JTS on the details of its bank account opened specifically for the project all consequences, including those of financial nature shall be borne by the Lead Beneficiary.
9. The Lead Beneficiary is responsible for transferring the Community contribution to the Project Partners according to the approved Application for Reimbursement, within the timeframe agreed in the Partnership Agreement.
10. Bank statements proving the management of the separate project bank account and the transfer of the Community contribution from the Lead Beneficiary to Project Partners have to be presented to the Joint Technical Secretariat attached to the Project Progress Report.

Article 7 Double financing

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

Article 8 Representation of the Project Partners, liability and additional obligations of the Lead Beneficiary

1. In order to lay down the arrangements for its relations with the Project Partners the Lead Beneficiary is responsible to conclude a Partnership Agreement with the Project Partners.
2. The Lead Beneficiary represents the partnership as defined in the Partnership Agreement and is the only direct contact between the Project and the Managing Authority and the Joint Technical Secretariat. The Lead Beneficiary shall be responsible for ensuring the implementation of the entire Project. To this end, the Lead Beneficiary shall undertake:
- to co-ordinate the start of the Project as set in Article 2.1.;
 - to co-ordinate the implementation of the Project according to the time schedule agreed upon in the present Contract (Annex I.);



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- c) to guarantee the sound financial management of Community contribution allocated to the Project, including the arrangements for recovering amounts unduly paid;
 - d) to ensure that the expenditure presented by the Project Partners 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;
 - e) to verify that the expenditure presented by the Project Partners has been validated by the Control Bodies;
 - f) to inform the Joint Technical Secretariat immediately in written form if the project budget has to be changed, if the Project Partners, the project objectives or the activity plan on which the present Contract is based on have to be changed, or if one of the reimbursement conditions cannot be fulfilled, or if circumstances arise which entitle the Managing Authority to reduce or demand repayment of the Community contribution (entirely or partly);
 - g) to comply with European Union regulations, as referred to in the preamble of the present Contract, and with the relevant national legislation for the whole partnership;
 - h) to transfer the Community contribution (including the advance specified in Annex I.) correctly and within the timeframe agreed in the Partnership Agreement to the other Project Partners in full, no specific charge or other charge with equivalent effect shall be levied which would reduce these amounts for the project partners; 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;
 - i) to maintain separate accounting for project implementation purposes in a manner ensuring the identification of each financial operation within the Project.
3. The Lead Beneficiary bears responsibility for the activities of the Project Partners and the sub-contractors like its own activities.
 4. The Lead Beneficiary takes full responsibility for the damages caused to third parties from its own fault during the implementation of the operation. The Managing Authority has no responsibility for the damages caused to third parties as a result of executing the Subsidy Contract.
 5. The Lead Beneficiary is liable towards the Managing Authority for ensuring that the Project Partners fulfil their obligations under this Contract.

Article 9 Procurement rules

1. In line with Article 121 of the IPA Implementing Regulation for the award of service, supply and work contracts, the procurement procedures shall follow the provisions of Chapter 3 of Part 2, Title IV of Regulation (EC, Euratom) No 1605/2002 and Chapter 3 of Part 2, Title III of Regulation (EC, Euratom) No 2342/2002, as well as Commission Decision C (2007) 2034 on the rules and procedures applicable to service, supply and work contracts financed by the general budget of the Euro-



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- pean Communities for the purposes of co-operation with third countries, with the exclusion of Section II.8.2.
2. With reference to Part One of Commission Decision C (2007) 2034 chapters 1-5 of "Practical Guide to contract procedures for EC external actions (PraG)" and the standard contracts and operational instructions annexed to PraG shall be used.
 3. According to the terms set out in PraG:
 - a) the Lead Beneficiary and the Project Partners act as Contracting Authorities,
 - b) the procurements will be financed from the general budget of the European Union,
 - c) the management mode of the procurement procedures is decentralised,
 - d) the control is ex-post.
 4. The standard annexes of PraG shall be used without translation. Amendments of the templates can be made only due to the special nature of a contract, or tender. These amendments shall be in line with the basic rules of the PraG.
 5. Wherever consultation with the Commission or prior approval of the Commission is required, the Contracting Authority shall take the decision at its own risk. The decision will be subject to verification audit.
 6. Chapters 2.4.5 and 3.4.1 (Framework contracts) of PraG shall not be applied.
 7. By derogation to 2.3.1 of PraG the tenderer must submit proof of origin for equipment and vehicles of a unit purchase price higher than EUR 5 000.

Article 10 Information and publicity

1. The Lead Beneficiary undertakes to fulfil the information and publicity measures and to respect the information and publicity requirements of the Programme set out in the IPA Implementing Regulation, as well as in the Information and Publicity Guidelines with the aim of promoting the fact that co-financing is provided from Community contribution available under the Hungary-Serbia IPA Cross-border Co-operation Programme, further it undertakes to ensure the adequate promotion of the Project.
2. The Lead Beneficiary shall ensure that all official project communication (e.g. any notice, publication, web site or project event, including conferences or seminars) specify that the Project has received funding from the European Union within the framework of the Hungary-Serbia IPA Cross-border Co-operation Programme, by following the instructions detailed in the Information and Publicity Guidelines.
3. Any publication by the Lead Beneficiary or the Project Partners, in whatever form and by whatever medium, including the internet, must include the following statement: "This document has been produced with the financial assistance of the European Union. The contents of this document are the sole responsibility of <Lead Beneficiary's or Project Partner's name> and can under no circumstances



be regarded as reflecting the position of the European Union and or the Managing Authority.”

4. The Managing Authority / Joint Technical Secretariat shall be authorised to make publicly available (by any medium, including the Internet) the following information:
 - a) the title of the Project;
 - b) the name of the Lead Beneficiary and of the Project Partners;
 - c) the amount of Community contribution and the Community co-financing rate;
 - d) the purpose of the Community 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.
5. Detailed descriptions of the information and publicity measures are provided in the Information and Publicity Guidelines.

Article 11

Amendments to the Subsidy Contract and other project changes

1. The Lead Beneficiary shall request modification of the Subsidy Contract in advance (Addendum to be ex-ante approved by the Managing Authority) in case of substantial changes in the Project, as follows:
 - a) change of the Lead Beneficiary and/or Project Partners;
 - b) substantial changes in the overall project objectives;
 - c) change of activities (either introducing new activities or replacing old ones);
 - d) change of output and result indicators (exceeding 20% of the original indicators);
 - e) budget reallocation between budget headings (exceeding 20% of the original amount of the affected budget headings, reallocations cumulative) within the budget of the particular project partner;
 - f) prolongation of the project duration.
2. The Lead Beneficiary shall request modification of the project (Other Project Modification to be ex-post approved by the Joint Technical Secretariat) in case of smaller changes in the content of the Project, as follows:
 - a) Changes in the project team
 - b) Merging of reporting periods
 - c) Change of output and result indicators (NOT exceeding 20% of the original indicators)





- d) Budget reallocation between budget lines/headings (NOT exceeding 20% of the original amount of the affected budget headings, reallocations cumulative) within the budget of the particular project partner
 - e) Other project content changes
3. Modification of the Subsidy Contract/Other Project Modification can be requested only once during a reporting period. Budget reallocation exceeding the 20 % reallocation limit, and prolongation of the project duration has to be initiated at least 45 calendar days before the project end date set in Article 2.2. Further detailed rules describing of the modification of the Subsidy Contract are set in the Project Implementation Handbook.
 4. Any request for a modification of the Subsidy Contract/ Other Project Modification has to be justified and submitted by the Lead Beneficiary to the Joint Technical Secretariat in writing.

The written request shall contain a detailed justification about the causes and circumstances of the modification, as regulated in the Project Implementation Handbook. The Joint Technical Secretariat will review the request for modification and – in case of Addenda – will submit it to the Managing Authority (in case of modifications due to the reasons listed in point 1.a) and 1.b) of the present Article submit the request to the Joint Monitoring and Steering Committee) for approval. The Addendum to the Subsidy Contract has to be signed by both parties according to the approval of the Managing Authority / Joint Monitoring and Steering Committee.

5. In case of administrative changes (not affecting the content of the Project, i.e. change of the contact person, contact data, bank account number etc) the Lead Beneficiary has to notify the Joint Technical Secretariat in each case within 15 calendar days from the time the change occurred, or with the submission of the Project Progress Report at the latest. .
6. The limit of budget reallocation is calculated from the concluded original Subsidy Contract, the modified amounts are cumulative and the 20% reallocation limit is applied accordingly. All indicated changes in the project have to respect the rules of the relevant Call for Proposals and the respective Control Guidelines. No reallocation can be made to budget lines which did not contain allocated amounts in the approved budget.
7. Modifications of the Subsidy Contract cannot affect the basic purpose of the Project as approved by the Joint Monitoring and Steering Committee. Budget reallocations between Project Partners are not allowed.
8. The Contract cannot be modified in such manner that as a result of the amendment the award of the subsidy could become disputable or the principle of equal treatment of the applicants is infringed.

Article 12 **Assignment, legal succession**

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.



2. The Lead Beneficiary is allowed to assign its duties and rights under the present Contract only after prior written consent of the Managing Authority.
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 the Project Partners, the Lead Beneficiary shall notify the Joint Technical Secretariat in advance.

Article 13 Audit rights

1. The responsible auditing bodies of the EU and, within their responsibility, the auditing bodies of the Participating Countries as well as the Audit Authority, the Managing Authority, the Joint Technical Secretariat and the Certifying Authority of the Programme are entitled to audit the use of funds by the Lead Beneficiary and by the Project Partners or to arrange for such an audit to be carried out by authorised persons.
2. The Lead Beneficiary shall provide all documents required for the audit, as well as all 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 three years following the closure of the Programme by the European Commission. Documents to be retained are listed in Annex III.
3. The designated Control Bodies are entitled to carry out on-the-spot checks as part of their verification activities while the Joint Technical 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 Project Partners.
4. The Lead Beneficiary is obliged to guarantee the fulfilment of the above stipulated duties in relation to all other Project Partners.
5. Observing the recommendations received after an audit must be ensured; otherwise the Managing Authority has the right to withdraw from the Subsidy Contract.

Article 14 Irregularities

1. In case of irregularities identified during project implementation the Managing Authority reserves the right to claim the repayment of the Community contribution in full or in part from the Lead Beneficiary and has the right to reduce the amount of the Community contribution awarded.
2. Based on the above, the Lead Beneficiary is always responsible for securing the repayment of the Community contribution unduly paid to the Project, even if the irregularity was committed by one of the Project Partners.
3. If a Project Partner commits an irregularity, the Lead Beneficiary – after having received the notice on repayment – is obliged to request the amount unduly paid and the corresponding interest chargeable from the Project Partner concerned and re-





- pay it to the Managing Authority within the deadline for the repayment set in Article 15.2. The Lead Beneficiary shall exercise due diligence to ensure repayment.
4. If the Lead Beneficiary does not succeed in securing the repayment from the Project Partner(s), within 5 calendar days from the end of the deadline given the Lead Beneficiary has to notify the Joint Technical Secretariat and has to send proof of steps taken by the Lead Beneficiary towards the Project Partner(s).
 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.

Article 15

Right of withdrawal – Repayment – Suspension of reimbursement

1. The Managing Authority is entitled to withdraw from the present Contract and to demand the repayment of Community contribution in full or in part if:
 - a) the Lead Beneficiary has obtained the Community 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, e.g. the compulsory cross-border Project Partner resigns from the Project and is not replaced in line with the provisions of Article 11; or if
 - c) the Partnership Agreement concluded between the Lead Beneficiary and 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 is convicted of an offence concerning its professional conduct by a judgement which has the force of 'res iudicata', further if it is guilty of grave professional misconduct proven by any means which the Managing Authority/National Authority can justify; or if
 - f) the Lead Beneficiary does not fulfil its obligations relating to the payment of social security contributions and the payment of taxes in accordance with the national legal provisions; or if
 - g) the Lead Beneficiary becomes the subject of a judgement which has the force of 'res iudicata' for fraud, for corruption, for severe breach of contract in connection to obligations stemming from public procurement rules or from rules governing the use of Community funding or national subsidies, for involvement in a criminal organisation or for any other illegal activity detrimental to the Community's financial interests, or if
 - h) the Lead Beneficiary becomes guilty of misrepresentation in supplying the information required by the Managing Authority or in failing to supply requested information; or
 - i) in case of identified irregularities; or if





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- j) the Lead Beneficiary fails to fulfil a condition or an obligation resulting from the present Contract, in particular if
 - the Lead Beneficiary fails to submit a Project Progress Report and Application for Reimbursement within the reporting deadline;
 - the Lead Beneficiary repeatedly fails to submit Project Follow-up Reports, if applicable; or if
 - the Lead Beneficiary fails to sustain the results of the Project as defined in Article 16; or if
 - the Project has not been or cannot be fully implemented by carrying out the planned activities, the planned outputs and results and by achieving at least 80 % of the quantifiable outputs, or if the Project cannot or could not be implemented in due time; or if
 - the Lead Beneficiary fails to provide immediate information about circumstances that delay, hinder or make impossible the implementation of the Project, as well as about any circumstances that 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 Community contribution entirely or in part; or if
 - 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
 - the Lead Beneficiary has impeded or prevented the auditing of the project or failed to retain the project documentation referred to in Article 13; or if
 - the Community contribution awarded has been partially or entirely misapplied for purposes other than those agreed upon; or if
 - it has been impossible to verify that the Final Project Progress Report is correct and thus the eligibility of the Project for funding from the Programme cannot be verified; or if
 - the recommendations received after an audit are not observed.
2. If the Managing Authority sends a request for repayment for the amount of Community contribution unduly paid and the corresponding interest chargeable, the Lead Beneficiary is obliged to secure repayments from the Project Partners 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.
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.
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.



5. 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. In this case, the Lead Beneficiary shall repay the whole amount of Community contribution reimbursed 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 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. In case of late payment, interest on late payment shall be charged according to point 4.
6. The Managing Authority may decide to suspend the reimbursement of the Community contribution if the provisions laid down in the Memorandum of Understanding are not respected by the Participating Countries concerned. The Lead Beneficiary shall be informed on the suspension.

Article 16 **Ownership/use of results, revenues generated**

1. The Project shall retain the Community contribution only if it does not, within five years from the end date the Project, undergo a substantial modification:
 - a) affecting its nature or its implementation conditions or giving to a firm or a public body an undue advantage; and
 - b) resulting either from a change in the nature of ownership of an item of infrastructure or the cessation of a productive activity.

The Lead Beneficiary is obliged to notify the Joint Technical Secretariat of any such changes described beforehand.

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 Lead Beneficiary and 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.
3. The use of the results of the Project shall be agreed upon by the Lead Beneficiary and the Joint Technical Secretariat in order to guarantee a widespread publicity of such results and in order to make them available to the public.
4. The Lead Beneficiary and the Joint Technical Secretariat 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.
5. Before the acceptance of the final Project Progress Report, receipts indicated in Paragraph 1 of Article 35 of of the IPA Implementing Regulation shall be deducted from the eligible expenditure of the Project in their entirety or pro-rata, depending on whether they were generated en-tirely or only in part by the Project.



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Article 17 Concluding provisions

1. Should any provision in the present Contract be entirely or partly ineffective, all other provisions remain binding for the Parties. The Parties undertake to replace the ineffective provision by an effective one which comes as close as possible to the purpose of the ineffective provision.
2. Any amendments and supplements to the present Contract must be in written form.
3. All correspondence with the Managing Authority / Joint Technical Secretariat under the present Contract must be in English language and has to be sent to the following address:

Hungary-Serbia Joint Technical Secretariat
Gellérthegy u. 30-32
H-1016 Budapest, Hungary

Name of the programme manager for the project at the Joint Technical Secretariat:
Péter Rácz
Phone number: +36 62 549-375
Fax number: +36 62 549-381
E-mail address: pracz@hu-srb-jts.com

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:

1134 Budapest, Váci út 45., Hungary
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.
6. The Annexes to this Contract are binding and form an integral part of the Subsidy Contract.
7. In case of conflict between the provisions of the Annexes and those of the Contract, the provisions of the Contract shall take precedence. In case of conflict between the provisions of Annex I. and those of the other Annexes, those of Annex I. shall take precedence.
8. 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 IV. of 1959). 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 Buda Central District Court.
9. The present Contract is signed in three originals of which one remains at the Lead Beneficiary and two originals are returned to the Joint Technical Secretariat.
10. The present Contract enters into force on the date of signature by the last of the Parties.





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- 11. The present Contract shall remain in force until the Lead Beneficiary has fulfilled its obligations arising from the Contract towards the Managing Authority, i.e. as long as any duties linked to the Community contribution might be claimed, that is, at least three years following the closure of the Programme by the European Commission.

Place and date:

Budapest, 07 February 2013.

Lead Beneficiary
represented by

János Dudík
General manager
Magyar Államháztartás
 Központi Igazgatósága
 Budapest, V. kerület,
 Kelenföldi út 11.

Place and date:

Budapest, 14 January 2013

Managing Authority
represented by

Balázs Simó
Head of the Managing Authority



Dr. Knerli Viktor

Tóth Katalin

Kovács Pál

Kondut Kornél

Annexes to the Subsidy Contract

- I. Application Form
- II. Partnership Agreement
- III. List of documents to be retained
- IV. Rules of Use of the Front Office surface of IMIS 2007-2013

Annex I
Application Form

1. General Data

Colour of the cells:

To be completed by the JTS

To be filled in by the Applicant

Drop down menu; Applicant has to choose from a given list

Transferred, or generated, by the system from datasource of the same, or other chapter of the Application Form

Application ID HUSRB/1203/1.1.1

Project title (max. 200 characters) Rehabilitation of Tiszasziget-Djala cross-border connecting road

Project Acronym (max 15 characters) Tiszasz-Djala

Priority 1: Infrastructure and Environment

Area of intervention 1.1 Infrastructure for physical connections

Action 1.1.1 Border crossing infrastructure, construction, reconstruction of lead up roads

Project duration	Day	Month	Year
Planned start of the project	1	2	2013

Duration of the project (in months) 18

Sources of funding	EUR	%
Requested IPA funding	1 475 141,00	85,00%
State contribution (HU)	127 496,25	7,35%
Own contribution	132 622,75	7,65%
TOTAL project budget	1 735 460,00	100,00%

Lead Beneficiary

Organisation (official name in original language)	Abbreviated name of the organisation	NUTS III or equivalent	Settlement	Country
Nemzeti Infrastruktúra Fejlesztő Zrt.	NIF Zrt.	Budapest (HU)	Budapest	Hungary

List of Project Partners

Partner code	Abbreviated name of the organisation	NUTS III or equivalent	Settlement	Country
PP 1	JPZIV	Juznobacki upravni okrug (SRB)	Novi Sad	Serbia
PP 2				
PP 3				
PP 4				
PP 5				

Level of co-operation

Joint development	Yes
Joint implementation	Yes
Joint financing	Yes
Joint staffing	No

Project timeline

Start of project:	01.02.2013
End of project:	31.07.2014

	Start of reporting period	End of reporting period	Reporting deadline
1.	01.02.2013	31.05.2013	29.08.2013
2.	01.06.2013	30.09.2013	29.12.2013
3.	01.10.2013	31.01.2014	01.05.2014
4.	01.02.2014	31.05.2014	29.08.2014
5.	01.06.2014	31.07.2014	29.10.2014

2. Project Partners Data - Lead Beneficiary

Overall data

Official name of organisation in original language (max 200 characters)	Nemzeti Infrastruktúra Fejlesztő Zrt.
Official name in English (max. 200 characters)	National Infrastructure Developing Private Company Limited
Abbreviated name of the organisation in original language (max. 15 characters)	NIF Zrt.
Legal status	Body governed by public law
Date of foundation (dd.mm.yyyy)	13.09.1999
Founder organisation (max. 200 characters)	Ministry of Economy and Transport
Type of institution	Budgetary organisation of the central state budget
National tax number	11906522-2-44
Community tax number	not relevant
Registry number of the organisation	01-10-044180

Financial capacity

Number of staff	318
Last closed budgetary year	2010
Currency	Hungarian Forint (HUF)
Annual revenue of the last closed budgetary year	5 495 676 000
Total balance sheet of the last closed budgetary year	-10 638 578 000
Result of the last closed budgetary year	-10 638 578 000

Is the organisation a legal entity registered in the Programme area?	No
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Official address of the Headquarter of the organisation

Number and street	45 Váci street
PO Bo x	not relevant
Postal code	1134
Settlement	Budapest
NUTS III or equivalent outside of the eligible area	Budapest (HU)
Country	Hungary
Web	www.nif.hu

Address of branch office in the Programme area

Number and street	Juhász Gyula street 9.
PO Box	not relevant
Postal code	6721
Settlement	Szeged
NUTS III or equivalent	Csongrád megye (HU)
Country	Hungary

Mailing address of the organisation (for the purpose of the project)

Number and street	Váci street 45
PO Bo x	not relevant
Postal code	1134
Settlement	Budapest
NUTS III or equivalent	Budapest (HU)
Country	Hungary

Legal representative of the organisation

First name	János
Last name	Dudik
Position	General manager
Office phone	0036-1-436-8100
Mobile	not relevant
Fax	0036-1-436-8160
E-mail	janos.dudik@nif.hu

Contact person in project

First name	Zsuzsanna
Last name	Vincze
Position	EU coordinator
Office phone	0036-1-8025733
Mobile	0036-20-8085615
Fax	0036-1-436-8160
E-mail	vincze.zsuzsanna@nif.hu



2. Project Partners Data - Project Partner 1

Overall data

Official name of organisation in original language (max 200 characters)	JAVNO PREDUZEĆE ZA PROSTORNO I URBANISTIČKO PLANIRANJE I PROJEKTOVANJE "ZAVOD ZA URBANIZAM VOJVODINE, NOVI SAD"
Official name in English (max. 200 characters)	PE Urban and Spatial Planning Institute of Vojvodina
Abbreviated name of the organisation in original language (max. 15 characters)	JPZUV
Legal status	Body governed by public law
Date of foundation (dd.mm.yyyy)	1954.05.27
Founder organisation (max. 200 characters)	Assembly of Autonomous Province of Vojvodina
Type of institution	Budgetary organisation of the central state budget
National tax number	100482355
Community tax number	not relevant
Registry number of the organisation	8068313

Financial capacity

Number of staff	49
Last closed budgetary year	2011
Currency	Serbian Dinars (RSD)
Annual revenue of the last closed budgetary year	187 617 178
Total balance sheet of the last closed budgetary year	244 407 583
Result of the last closed budgetary year	41 488 935

Is the organisation a legal entity registered in the Programme area?	Yes
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Official address of the organisation

Number and street	6 / III Železnička
PO Bo x	not relevant
Postal code	21000
Settlement	Novi Sad
NUTS III or equivalent	Južnobački upravni okrug (SRB)
Country	Serbia
Web	www.zavurbvo.rs

Address of branch office in the Programme area

NOT RELEVANT!

Not relevant!	
Not relevant!	
Not relevant!	
Not relevant!	
Not relevant!	
Not relevant!	

Mailing address of the organisation (for the purpose of the project)

Number and street	6 / III Železnička
PO Bo x	not relevant
Postal code	21000
Settlement	Novi Sad
NUTS III or equivalent	Južnobački upravni okrug (SRB)
Country	Serbia

Legal representative of the organisation

First name	Vladimir
Last name	Zelenović
Position	Director
Office phone	381 21 529 444
Mobile	381 63 1010 802
Fax	381 21 529 361
E-mail	vladimir.zelenovic@gmail.com

Contact person in project

First name	Tamara
Last name	Zelenović Vasiljević
Position	Associate
Office phone	381 21 529 444
Mobile	381 62 2900 99
Fax	381 21 529 444
E-mail	ducklingster@gmail.com

3. Project summary

Please enter the project summary in the two cells below. The maximum number of characters for each cell is 1000.

Direct object of the project is the rehabilitation of cross-border connecting road between Tiszasziget and Djala. The project closely connects to our planning project - HUSRB/0901/111/004 - which was implemented within the I. Call for Proposal of HU-SRB IPA CBC. On the Hungarian side Lead Partner plans to implement the following technical content: Rehabilitation road on the 43104.nr. national road between 5+630-8+143,26 km section. The rehabilitation will contain widening from 5 meter to 6 meter between Tiszasziget and the HU-SRB bord. Rehabilitation doesn't permit required. Length of rehabilitated road: 2513,26 m. On the Serbian side the following investment will be completed: 00+000,000 - 02+675,000 km section. Rehabilitation doesn't permit required.Length of rehabilitated road: 2675,00 m.

4. Project description

The max. number of characters is 1000 for each cell, in total 2000 characters for each aspects.

Background (max. 2x1000 characters)

Hungarian side: Hungarian partner is planning road rehabilitation on the 43104.nr. national road between 5+630-8+143,26 km section. The rehabilitation will contain widening from 5 meter to 6 meter between Tiszasziget and the HU-SRB bord. Rehabilitation doesn't permit required. Length of rehabilitated road: 2513,26 m. Planning documents of road rehabilitation were prepared within the I. Call for Proposal of HU-SRB CBC Program in the HUSRB/0901/111/004 project. On the Serbian side the following investment will be completed: 00+000,000 - 02+675,000 km section. Rehabilitation doesn't permit required. Length of rehabilitated road: 2675,00 m. Planning documents of road rehabilitation were prepared within the I Call for Proposal of HU-SRB CBC Program in the HUSRB/0901/111/004 project

Problem, challenge to be addressed (max. 2x1000 characters)

Commercial services between Hungary and Serbia permanently increased in the last five years. Beside multinational companies, SMEs developed in Serbia in the last years. In Vojvodina more than one hundred Hungarian - Serbian joint ventures operate and make businesses. The Horgos-Rösztke and Kelebija-Tompa border crossing is overcrowded, sometimes has to wait even as much as 6 hours at rush times (summertime, weekends and holidays) to cross. Our objective with this project is partly to relieve the Horgos station of this burden, offering an alternative for people travelling in the region to cross. There are a great number of commuters, students as well as working people. Lengthy waiting and making a long roundabout way also places burdens upon the environment – which should be diminished.

With the realisation of this project, the strengthening of cross-border co-operation becomes possible, together with a continual development of economic and human relationships built upon such co-operation. We think this project is essential for helping the enterprises of the micro-region, for the development of the economy and tourism, and for the widest possible development of infrastructure. The border-crossing point Tiszasziget-Djala will serve primarily local interest, and can give further opportunities for the development of functional relationships relying on the Regional Development Policy of the EU.

Target groups (max. 2x1000 characters)

Direct target groups:

- people using the road; (Inhabitants subset of Vojvodina - 148 000 - Inhabitants subset of Bacs-Kiskun county - 200.000)
- local communities (inhabitants of the settlements mentioned);
- inter-settlement traffic;
- transient traffic of those using this route.

Indirect target groups:

- investors: an improved transport infrastructure would create better conditions for spreading investments;
- improvement of the status of the unemployed: easier accessibility and more favourable conditions of transportation will make access to places of employment easier to village inhabitants;
- tourism and foreign tourism: interest in the region will probably grow with the improved infrastructure: more tourists will find access to the region easier;
- agriculture: agricultural producers will be able to market their products under greatly improved conditions.

Objectives of the project (max. 2x1000 characters)

The direct objectives of the project are: the rehabilitation of road making connection between Tiszasziget and Djala more accessible. The project's indirect objectives are the following: reducing isolation of border areas by improving cross-border accessibility, environmental sustainability and safety in the border zone, synergies and co-operation in the economy. Promoting more environmentally friendly means of transport, further development of mass transportation, improvement of the quality of life.

With the road rehabilitated, exchange of Hungarian and Serbian labour force becomes easier: using their respective professional skills, people can find work near by across the border easier, as commuting time will be significantly cut. Students will be able to get education by EU standards. The economic co-operation characteristics of the region will be further stimulated, and joint cultural programmes will become possible. Most important goals of the project: relieve the transport on the Horgos-Rösztke, Kelebija-Tompa border crossing station and decrease the crossing time.

Expected outputs, results; durability of results (max. 2x1000 characters)

Direct results of the project: - In Hungary: - road rehabilitation: 2513,26 m, in Serbia road rehabilitation 2675 m

The project will provide easier accessibility to settlements. In realising the project, rehabilitated connecting roads will make easier and quicker connection between two settlements. A significant proportion of personal traffic will redirect itself to this section of the road, with the opportunities of more comfortable traveling for pedestrians as well as cyclists. The project provides preconditions for further construction of roads and development of road systems as well as creating a positive environment for future regional cooperation.

Benefits of the project (max. 2x1000 characters)

With the strengthening of the necessary conditions of infrastructure, regional activities and economic relationships, both along the border and across the border, will be fortified. Accessibility of economic centres at peripheral areas will be quicker and more reliable. Available natural resources can be utilised by the neighbouring countries jointly, while common tourism zones can be formed across the border. Mobility of local inhabitants will increase, as will the availability of services provided in the cross-border region. With stronger opportunities for cross-border employment, the less mobile part of the labour force will also gain a more advantageous situation. Further cross-border public road connections will allow for an establishment of a network of infrastructure which will allow higher competitiveness in the region.

This project will contribute to the stimulation of cross-border enterprises and economic relationships, the establishment of new business opportunities, and will lead to an increase of cultural, tourist and educational best practice transfer. Following the realisation of the project, uninterrupted personal traffic will start on the public road. The border station at Horgos-Rösztke and Kelebija-Tompa will be alleviated of its excessive burden gradually, with bicycle and pedestrian traffic also becoming easier, contribution to the environment protection will increase, which is a very important EU directive.

4. Project description

Methodological approach (max. 2x1000 characters)

LP and PP1 prepared technical documents within the HUSRB IPA CBC Programme in the HUSRB/0901/11/004 project.

Cross-border impact (max. 2x1000 characters)

Cross-border influence on target groups: with the establishment of infrastructural conditions, regional activities along the border and across will be strengthened, as will economic relationships in general. With this development, accessibility of the economic centres of peripheral regions will be quicker and more reliable. Available natural resources can be utilised jointly by the neighbouring countries, while common tourism zones can be formed across the border. Mobility of local inhabitants will increase, together with the availability of services provided in the cross-border regions.

Cross-border effects: with stronger cross-border employment opportunities, the least mobile part of the labour force will gain a more advantageous situation. Strengthened cross-border connections will allow for the establishment of a network of infrastructure. This project will contribute to the stimulation of cross-border enterprises and economic relationships, the generation of new business opportunities, and will lead to an increase of cultural, tourist and educational events. Following the realisation of the project, uninterrupted personal traffic will be secured.

Contribution to programme strategy and horizontal objectives (max. 2x1000 characters)

Areas on both the Hungarian and the Serbian side will be significantly influenced by this project as it is expected that it would be possible to cross the border in no longer than 20 minutes, rather than having the opportunity to chose between Horgos-Roszke and Kelebija-Tompa where at some times even 6 hours of waiting can be expected. These connecting roads will be developed within the realisation of the project, directly joining the two settlements across the border. This road will connect the two countries not only from an infrastructural aspect, but also from a community point of view. About 150,000 inhabitants of Serbia and 200,000 inhabitants from the Hungarian side will directly use the road.

Suitable quality of transport infrastructure is one of the main preconditions of economic growth. The development of infrastructure allows a more intensive economic development. Development of infrastructure could contribute to reducing the differences between the developed and the underdeveloped regions and settlements regarding the general quality of life, economical conditions, education, culture, health-care, social welfare and infrastructural supply. With the project implementation we can predominate the principle of sustainable development in the cross-border regions in both countries. It would be possible to develop the underdeveloped villages and settlements, dominate equal opportunities in the regions and help the integration of underprivileged people. Another important point is the strenghtening of Hungarian-Serbian bilingualism in the eligible area during the project implementation through PR and visibility activities. (all promotional materials and events)

Consistency of the project with EU horizontal policy on equal opportunities (max. 2x1000 characters)

In addition to motor vehicle traffic, realisation of this project will also secure bicycle and pedestrian traffic. An alternative way of crossing the border will be allowed for city dwellers and transiting personal traffic. Opportunities will open for underdeveloped areas near the border to cut down on economic lags. Roads to be rehabilitated within the framework of the project may be used freely by anyone, independently of ethnic minority. The Hungarian minority living in Serbia, the Serbian minority living in Hungary and the other minorities can also use the road to be developed with equal chances. Along with motor vehicle traffic, pedestrian and bicycle traffic can also be conducted.

Consistency of the project with EU horizontal policy on sustainable development (max. 2x1000 characters)

Providing human resources in the region, independently of the border, may bring about an economic boom, while joint cultural and tourism events can also be organised. By stimulating pedestrian and bicycle traffic, this project will contribute to the effort in the region for the protection of the environment, in other words, to a healthier life. During the rehabilitation of roads, the specification of sustainable technology, energy effective operation methods are prioritised. Social sustainability is to be guaranteed by higher mobilisation and better preconditions for the creation of new jobs.

Synergies with other policies, programmes and projects (max. 2x1000 characters)

Within the Planning of Tiszasziget-Djala cross-border connecting road - HUSRB/0901/11/004 - project LP and PP (JP Zavod Za Urbanizam Vojvodine) prepared all necessary technical documents in order to implement road rehabilitation.


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4. Project description

Innovative character (max. 2x1000 characters)

Not relevant.

Sustainability and capitalization of project results (max. 2x1000 characters)

After the project realisation, the ownership rights of the road on the Hungarian side will be transferred to the Hungarian State Holding Company (MNV), while operation will be performed by the Hungarian Public Roads Nzrt, entrusted by the Co-ordination Centre for Transport Development (KKK), financed by the State of Hungary debiting the relevant line of the Road Fund of the State Budget. Act I of 1988, On Traffic on Public Roads, in a Unified Structure, with MT Executive Decree 30/1988 (IV/21) provides for the operator and the holding company. Article 1 of Decree 46/2007 (IV/4) issued by the Hungarian Ministry of Economics and Transport provides for the regulation of utilising earmarked funds to be handled by certain chapters within the financing of the public road network, as well as the fulfilment of tasks connected to the national public road network.

On the Serbian side: On the Serbian side, due to the fact it is I level state road, PE "Roads of Serbia" (JP Putevi Srbije) will maintain the road by annual programmes

Multiplier effect (max. 2x1000 characters)

Building cross-border connecting road between Tiszasziget-Djåla has the following future impacts:

- Relieve traffic on the bord station Horgos-Ródszke, Kelebjå-Tompa
- decrease bord-crossing time
- increase market and business opportunities
- increase the level of investments in the border area
- achieve a balanced territorial development in the region, integration of the marginal, less accessible border areas

Risk management (possible internal/external constraints and solutions foreseen) (max. 2x1000 characters)

In case the project is not approved for assistance, the partners cannot realise it since they do not have any other resources. If offers for public tenders for procurement will be higher than the assistance received, in the lack of plus resources, the partners will be unable to realise the project.

Description of the partnership (max. 2x1000 characters)

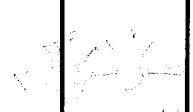
The lead partner in the partnership is the National Infrastructure Development Zrt. The project's main idea will be worked out after a written project appointment is issued by the Ministry of National Development (NFM). The Project Manager employed by NIF Zrt and the EU co-ordinator will jointly draw up the project materials as Lead Partner, with co-operation from other partners. Following personal consultation with the partners, NIF Zrt will electronically collect the information needed to submit the programme. After the programme is compiled and translated, the project materials will be signed (executed). Partnership will be characterised by regular consultation at work, mutual provision of information, co-ordination of project preapraions, as well as discussion of the questions and problems encountered.

The Lead Partner shall communicate with the other organisations. The Lead Partner shall inform other partners on its consultations with the PO. Keeping in contacts with the partners and the Participating Organisation shall be conducted via the EU co-ordinator and the Project Manager.

5. Activity Plan

No	Activity name (max 45 char)	Abbreviated name of the Responsible LB or Partner(s)	Reporting period I	Reporting period II	Reporting period III	Reporting period IV	Reporting period V	Location(s) of activity (max. 10 char)	Description of activity (please write a detailed description of activity, reasons, goals, maximum 600 characters)	Target groups (max. 70 characters)
1	Public procurement - HU,SRB road constructor	NIF Zt JPZUV	X X	X X				Budapest Novi Sad	LP will select the HU side road constructor according to the PRAG procurement rules. PP1 will arrange for a road constructor for serbian side according to the PRAG procurement rules.	Road constructor companies
2	Public procurement - engineer SRB, HU	NIF Zt JPZUV	X X	X X				Budapest, Novi Sad	LP and PP1 will select the independent Engineer for the Hungarian and Serbian side according to the PRAG procurement rules.	Engineer companies
3	Road rehabilitation on the HU and SRB side	NIF Zt JPZUV	X X	X X	X X	X X		Tiszasziget Djaja	Selected road constructor make road rehabilitation on the Hungarian side on the 43104. road between Tiszasziget-HU bord between 8+630-8+143,26 km sections. Selected road constructor will complete rehabilitation of the road section between the Hungarian border crossing-Djaja towards Novi Knezevac: 00+000,000 - 02+675,000 km in Serbia. Length of the rehabilitated road on the Serbian side: 2675 m	NIF Zt, Road constructor
4	Engineer tasks on the HU and SRB side	NIF Zt JPZUV	X X	X X	X X	X X		Tiszasziget, Djaja	Selected engineer makes engineer tasks during the road rehabilitation activity. Engineer organisations will work with 1 project manager and 1 technical engineer at both sides of the border	NIF Zt, Road constructor, Engineer
5	Technical delivery of HU and SRB road	NIF Zt JPZUV				X X		Tiszasziget - HU bord Novi Sad, Djaja, Tiszasziget	After the road constructor finish the road rehabilitation, we can start technical delivery of the rehabilitated road. Road will take into the transfer circulation.	NIF Zt, JPZUV, Road constructor, Engineer
6	Communication	NIF Zt JPZUV	X X	X X	X X	X X		Tiszasziget, Djaja	NIF Zt and JPZUV will upload all project information after the road rehabilitation has started. Road constructors of both sides will put EU information boards besides the roads. PP1: Project events, newspaper, appearances on TV, stickers, press conferences	LP, PP1, Road constructors
7	Translation	NIF Zt JPZUV	X X	X X	X X	X X		Novi Sad, Djaja, Tiszasziget	Translating relevant documents to HU-SRB-ENG and interpreting and events	Professional community
8	Public procurement for PR activities	NIF Zt JPZUV	X					Novi Sad	PP1 will select company accord to PRAG procedure that will provide PR activities during project period	Citizens of the project area, Professional community
9	Public procurement - purchase of new equipment	NIF Zt JPZUV	X		X			Novi Sad	PP1 will select the company for the Serbian side according to the PRAG procurement rules.	project team, business and ICT sector
10	Purchase of new equipment	NIF Zt JPZUV				X		Novi Sad	2.Notebook computers, 1 multifunction device, 1 photo camera, 1 phone/fax	project team, business and ICT sector

No.	Activity name (max 45 char)	Abbreviated name of the Responsible LB or Partners	Reporting period I	Reporting period II	Reporting period III	Reporting period IV	Reporting period V	Location(s) of activity (max 70 characters)	Description of activity (please write a detailed description of activity, reasons, goals, maximum 600 characters)	Target groups (max. 70 characters)
11	PR activities	NIE Zr JPZUV	X	X	X	X	X	Now Sad	Leaflets, press releases, opening and closing conference, photo sequence, stickers, media coverage	Populations of CBC regions
12	Project closing	NIE Zr JPZUV				X	X	Tiszasziget	LP and PP pay all project invoices. Road constructors prepare final invoices, which will be paid by the partners too. PP I organise a project closing event.	Partners, road constructors, local governments, engineers
13	Project management	NIE Zr JPZUV	X	X	X	X	X	Tiszasziget, Djala	Close cooperation between LB and PP I. Daily operations for the implementation of the project. Supervising Public procurement procedures, visibility activities and rehabilitation and construction works. Composing and submitting of reports to 1st level control and to JTS.	Project team
14		NIE Zr JPZUV								
15		NIE Zr JPZUV								
16		NIE Zr JPZUV								
17		NIE Zr JPZUV								
18		NIE Zr JPZUV								
19		NIE Zr JPZUV								
20		NIE Zr JPZUV								


 Hungary
 IPA Cross border Cooperation Programme

6. Information and publicity activities

Activities	Language(s)	Responsible partner (abbreviated name)	Short description of the activity (max. 110 characters)	Intended receiving potential	Target group(s) (max. 50 characters)	Number of persons reached
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For detailed instructions for planning and implementing Information and Publicity activities, please refer to Guidelines for Implementing Information and Publicity Requirements for the Projects in Hungary - Serbia IPA Cross-border Co-operation Programme available for download from the website: www.is-erf-ips.com

Obligatory communication tools
(In yellow fields, please select Activity/Language(s)/Responsible partner from the drop down menu)

1. Promotional material (at least one bilingual HU-SRB - obligatory)

Leaflet	HU-SRB	JPZUV	1000 pieces printed bilingual brochures (A5 size) about the investment	II	Inhabitants of AP Vojvodina	1 000
Brochure	HU-SRB	JPZUV	1000 pieces printed bilingual leaflets (A4 size) about the investment	III	Inhabitants of AP Vojvodina	1 000

2. Communication event (at least one obligatory)

Project opening event	HU-SRB	JPZUV	1 project opening event in 2 languages (HU, SRB) Number of participants: 45	I	Media representatives, project team	50
Press conference	Serbian	JPZUV	2 press conferences during the implementation of the project. We are inviting regional press representatives.	II,IV	Media representatives	10
Project closing event	Serbian	JPZUV	1 project closing event in 2 languages (HU, SRB) Number of participants: 45	V	Media representatives, project team	50

3. Media coverage (at least one obligatory)

TV	Serbian	JPZUV	2 programmes on the regional TV stations	II,IV	Population of the region	20 000
Radio	Serbian	JPZUV	2 appearances in a regional radio	II,IV	Population of the region	2 000
Newspaper article	Serbian	JPZUV	2 newspaper articles in the regional newspapers	III, V	Population of the region	3 000

4. Specific obligatory communication tools for projects with works component

(Please refer to Guidelines for Implementing Information and Publicity Requirements for the Projects in Hungary - Serbia IPA Cross-border Co-operation Programme available for download)

Billboard	Hungarian	NIF Zrt.	Road constructor will take out an EU billboard beside the investment.	III.	Inhabitants of villages, county	
Permanent explanatory plaque	Hungarian	NIF Zrt.	After the road realised, road constructor will take out a permanent explanatory plaque instead of billboard.	V.	Inhabitants of villages, county	

5. Specific obligatory communication tools for purchase of equipment

(Please refer to Guidelines for Implementing Information and Publicity Requirements for the Projects in Hungary - Serbia IPA Cross-border Co-operation Programme available for download)

Stickers 90x50mm (smaller items)	English	JPZUV	Stickers will be placed on the IT equipment purchased for the project	II	Project team members	

Recommended communication tools

(In yellow fields, please select Activity/Language(s)/Responsible partner from the drop down menu)

Information board	Serbian	JPZUV	The information board will be made and payed by the road contractor.	III	Population of the region	20 000
Photo-sequence	Serbian	JPZUV	Photos will be made quarterly about the road building, which will be found on the website of JPZUV	II-V	Visitors of the website	1 000

7. Level of co-operation

	Yes/No	Explain the level of cooperation (max. 500 characters each cell)
Joint development	Yes	The project's idea will be worked out after a written project appointment is issued by the National Development Ministry. The Project Manager employed by NIF Zrt and the EU co-ordinator will jointly draw up the project materials. After personal consultation with the partners, NIF Zrt will electronically collect the necessary information. After the programme is compiled and translated, the project materials will be signed. LP and PP organised a meeting on 24 April about the project proposal.
Joint implementation	Yes	The implementation will require continuous cooperation and communication among partners. Partners will implement the public procurement processes individually on each side. The lead partner, NIF Zrt, will communicate with the project partner, with the JTS and with the Managing Authority (MA) as well.
Joint financing	Yes	Partners will provide co-financing. Serbian partner will provide the 15% own-contribution of the Serbian side.
Joint staffing	No	

Describe the role of each partner

Abbreviated name of Project Partner	Detailed description of the role of partners (max. 500 characters each cell)
NIF Zrt	The Project Manager employed by NIF Zrt and the EU co-ordinator will jointly draw up the project materials as LP, with cooperation from other partners. Following personal consultation with the partners, NIF Zrt will electronically collect the information needed to submit the programme. After the proposal is compiled and translated, the project materials will be signed (executed). In case the proposal receives support, NIF Zrt. will carry out project management on the Hungarian side.
JPZUV	Project Management employed by JPZUV prepared necessary technical documentation and project materials on the Serbian side and electronically submitted it to the Lead Beneficiary for further discussion. Project partners have agreed on the common goals and methodology of the project, and prepared the proposal for submission. JPZUV will implement the project objectives and complete all public procurement procedures according to terms set out in PRAG on the Serbian side.

Operational capacity of each partner

Abbreviated name of Project Partner	Detailed description of operational capacity of each partner (max. 800 characters each cell)
NIF Zrt	NIF Zrt is a state owned development company, implementing economic and transport programs primarily serving social demands. It implemented project programs for motorway construction, development of public roads and railways. NIF fulfills its duties in a matrix-like organizational form, with project managers involving specialists in the current progress of the project – specialists to secure land, manage public procurements, perform monitoring and EU co-ordination. The Head of the Southern Plains Region Project Office (office in Szeged) will supervise the implementation of this project. To help the Project Management's daily information update, NIF Zrt. employs a full-time employee whose main duty is to provide <u>methodological support to Project Managers</u> .
JPZUV	Since its establishment, JPZUV elaborated and developed numerous spatial and urban planning documents, projects, SEIA, EIA and studies etc. on the territory of AP Vojvodina. Since 2003, twenty municipalities adopted spatial documentations developed by JPZUV. JPZUV elaborated more than 50 urban plans, and several important studies, it is also developing the GIS and is elaborating a new Regional Spatial Plan for AP Vojvodina.

8. Experience

Abbreviated name of Project Partner	Detailed description of project experience of each partner (max. 800 characters each cell)
NIFZA	NIF Zrt. as state-owned company implements several infrastructural projects mainly from EU sources. At the moment NIF is the investor of 200 vehicular and 50 railway projects. We take part in several EU Programmes for example: HU-SK CBC, HU-RO CBC, HU-SRB CBC, SI-HU CBC, KOZOP and ROP.
JPZUV	JPZUV possesses necessary number of qualified experts that would be essential to manage a cross-border project in the field of border connecting road rehabilitation. JPZUV's experts developed numerous plans, projects and studies etc. from domain urban and spatial planning in AP Vojvodina. JPZUV elaborated more than 50 urban plans, and three very important studies. JPZUV successfully implemented 2 projects regarding road rehabilitation planning within the 1st Call for IPA HU-SRB CBC Programme. JPZUV also participates in 2 transnational projects implemented within the SEE Transnational Cooperation Programme. The management team chosen for this project already gained experience in managing EU funded projects by being involved in the implementation of the SEE transnational projects.

Management experience in the relevant field (similar to the currently proposed activity)						
Abbreviated name of Project Partner	Role in the project (max. 70 characters)	Title of project (max. 70 characters)	Identification number of the project (if applicable) (max. 70 characters)	Name of programme providing the subsidy (max. 70 characters)	Total budget of project (EUR) (max. 10 characters)	Brief summary of the project (max. 200 characters)
NIF Zrt.	Project partner	Building Hollóháza-Skáros approach road	HUSK/0801/2.3.1/0106	Hungary-Slovakia CBC Programme 2007-2013	2 047 514,00	7,484 km Road construction between Hollóháza and Skáros
NIF Zrt.	Lead partner	Building of Ráróspuszta-Ráros Ipoly-bridge	HUSK/0801/2.4.1/0085	Hungary-Slovakia CBC Programme 2007-2013	3 685 100,00	Building of Ipoly-bridge between Ráróspuszta-Ráros and the connecting road
NIF Zrt.	Lead partner	Preparation of Bácsalmás-Bajmók cross border connecting road	HUSRB/0801/11/003	Hungary-Serbia IPA CBC Programme 2007-2013	558 605,00	Preparation of technical plans, building permit and joint feasibility study
JPZUV	Project partner	Tisa Catchment Area Development- TICAD	SEE EoI/A/638/4.2/X	SEE Transnational Cooperation Programme	2 900 000,00	The project focuses on the elaboration of a transnational viable complex development strategy, spatial plan and joint policy recommendation for the improvement of Tisa river basin
JPZUV	Project partner	Rehab. Planning of Bácsalmás - Bajmók Cross-Border Connecting Road	HU-SRB/0901/11/003	Program CBC IPA SRB HU, First Call	558 605,00	Development of main project designs for cross border roads Bacsalmás Bajmók
JPZUV	Project partner	Rehab. Planning of Tiszasiget-Djala Cross-Border Connecting Road	HU-SRB/0901/11/004	Program CBC IPA SRB HU, First Call	536 742,00	Development of main project designs for cross border roads Tiszasiget Djala

9. Indicators

Programme level indicators

Category	Type (Output/result)	Name of the Indicator	Unit	Base value	Target value	Source(s) of verification (max. 20 characters)
General	Output	Number of infrastructural facilities built, reconstructed or renewed, related to activities implemented by the Programme	pcs	0	2	Work handover
	Result	Reduced travel time across the border	min	2,4	1,80	Police records
	Result	Increase in the size of territory that is accessible in maximum 15 minutes from border crossings	km2	0	0	not relevant
	Result	Increase of cross-border traffic (goods) as a result of implementing the Programme	EUR	0	0	not relevant
	Result	Increase of cross-border traffic (people) as a result of implementing the Programme	persons	0	0	not relevant
	Horizontal	Output	Number of actions/events/documents serving the creation of joint structures by maximizing cross-border impact	pcs	0	0
Output		Number of actions/events/documents strengthening Hungarian-Serbian bilingualism in the Programme area	pcs	0	0	not relevant
Output		Number of actions serving sustainable development	pcs	0	0	not relevant
Output		Number of actions supporting equal opportunities	pcs	0	0	not relevant
Result		Functions/processes facilitating and/or promoting equal opportunities	pcs	0	0	not relevant
Result		Functions/processes facilitating and/or promoting sustainable development	pcs	0	0	not relevant

Action specific indicators

Type (Output/Result - automatic)	Name of the Indicator (Please choose from the scroll down menu at least one result and one output indicator relevant to your project)	Unit	Base value	Target value	Source(s) of verification (max. 20 characters)	Serial number(s) of Activity(ies) that contribute to the output/result	Responsible partner
Output	Length of bicycle paths rehabilitated	km	0	2,510	Works handover	3	NIF Zrt.
Result	Functions/processes established or strengthened	pcs	0	1	Partners agreement	12	NIF Zrt.
Output	Length of rehabilitated roads	km	0	2,675	Works handover	3	JPZUV
Output:2, Result:1							

Project specific indicators

Type (Output/Result)	Name of the Indicator (max. 60 characters)	Unit (max. 10 characters)	Base value	Target value	Source(s) of verification (max. 20 characters)	Serial number(s) of Activity(ies) that contribute to the output/result	Responsible partner
Output	Rehabilitated road in Hungary	m	0	2510	Works handover	3	NIF Zrt.
Output	Rehabilitated road in Serbia	m	0	2675	Works handover	3	JPZUV
Result	Established partnership	pcs	0	2	HU+SRB partnerships	3, 11	NIF Zrt.
Output	Opening event	pcs	0	1	list of participants	11	JPZUV
Result	Informing population of target region	person	0	3000	newspaper	11	JPZUV
Output	Project closing event	pcs	0	1	list of participants	11	JPZUV
Output:4, Result:2							

10. Project budget per partner		Lead Beneficiary: Nemzeti Infrastruktúra Fejlesztő Zrt.					
No.	Name of the item (max. 60 char)	Unit	Number of items	Unit price	Amount (EUR)	Share (%)	Description of item (max. 300 char)
1 Preparation costs					0,00	0,00%	
1.1 Technical plans					0,00	0,00%	<i>If deemed necessary, use the cells below for more detailed description (Not obligatory)</i>
1.1.1					0,00	0,00%	
1.1.2					0,00	0,00%	
1.1.3					0,00	0,00%	
1.2 Studies, statistics, databases and researches					0,00	0,00%	<i>If deemed necessary, use the cells below for more detailed description (Not obligatory)</i>
1.2.1					0,00	0,00%	
1.2.2					0,00	0,00%	
1.2.3					0,00	0,00%	
1.3 Costs of permits					0,00	0,00%	<i>If deemed necessary, use the cells below for more detailed description (Not obligatory)</i>
1.3.1					0,00	0,00%	
1.3.2					0,00	0,00%	
1.3.3					0,00	0,00%	
1.4 Project meetings and travel costs					0,00	0,00%	<i>If deemed necessary, use the cells below for more detailed description (Not obligatory)</i>
1.4.1					0,00	0,00%	
1.4.2					0,00	0,00%	
1.4.3					0,00	0,00%	
1.5 Translation and interpretation costs					0,00	0,00%	<i>If deemed necessary, use the cells below for more detailed description (Not obligatory)</i>
1.5.1					0,00	0,00%	
1.5.2					0,00	0,00%	
1.5.3					0,00	0,00%	
2 Staff cost					15 000,00	1,76%	
2.1 Salary of staff (direct project management)					12 690,00	1,49%	<i>If deemed necessary, use the cells below for more detailed description (Not obligatory)</i>
2.1.1	Salary of project manager	month	18,00	520,00	9 360,00	0,10%	Project manager: 18 months*40 hours/month, EU coordinator: 18 months*12 hours/month, Salary of Head of office: 18 months*5 hours/month
2.1.2	Salary of EU coordinator	month	18,00	105,00	1 890,00	0,22%	
2.1.3	Salary of Head of office	month	18,00	80,00	1 440,00	0,17%	
2.1.4							
2.2 Salary of staff (team members)					2 310,00	0,27%	<i>If deemed necessary, use the cells below for more detailed description (Not obligatory)</i>
2.2.1	Salary of financial assistant	month	18,00	85,00	1 530,00	0,19%	Financial assistant: 18 months*5 hour/month, Public procurement colleague: 18 months*1,5 hour/month, Lawyer: 18 months*1 hour/month, Monitoring assistant: 18 months*3 hour/month.
2.2.2	Salary of public procurement colleague	month	18,00	8,50	153,00	0,02%	
2.2.3	Salary of lawyer	month	18,00	9,33	168,00	0,02%	
2.2.4	Salary of monitoring assistant	month	18,00	25,50	459,00	0,05%	
3 Travel and accommodation					600,00	0,07%	
3.1 Travel cost of project staff					200,00	0,02%	<i>If deemed necessary, use the cells below for more detailed description (Not obligatory)</i>
3.1.1	Travel costs	pieces	2,00	100,00	200,00	0,02%	LP partner will organise 2 travels to the project partner during the project implementation.
3.1.2					0,00	0,00%	
3.1.3					0,00	0,00%	
3.2 Accommodation costs of project staff					200,00	0,02%	<i>If deemed necessary, use the cells below for more detailed description (Not obligatory)</i>
3.2.1	Accommodation costs of project staff	pieces	2,00	100,00	200,00	0,02%	During the project implementation 2 project team members will meet with the project partner in Serbia. Cost includes 1 night/2 person/meeting.
3.2.2					0,00	0,00%	
3.2.3					0,00	0,00%	
3.3 Per diems of the project staff					200,00	0,02%	<i>If deemed necessary, use the cells below for more detailed description (Not obligatory)</i>
3.3.1	Per diems of the project staff	pieces	4,00	50,00	200,00	0,02%	Per diems for 2 person to the 2 times travel.
3.3.2					0,00	0,00%	
3.3.3					0,00	0,00%	
4 Service					31 275,00	3,68%	
4.1 Technical plans					0,00	0,00%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
4.1.1					0,00	0,00%	
4.1.2					0,00	0,00%	
4.1.3					0,00	0,00%	
4.2 Studies, statistics, databases and researches					0,00	0,00%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
4.2.1					0,00	0,00%	
4.2.2					0,00	0,00%	
4.2.3					0,00	0,00%	
4.3 Conferences, seminars (lecturers/performers/trainers/experts)					0,00	0,00%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
4.3.1					0,00	0,00%	
4.3.2					0,00	0,00%	
4.3.3					0,00	0,00%	
4.3.4					0,00	0,00%	
4.3.5					0,00	0,00%	
4.4 Conferences, seminars, trainings (participants)					0,00	0,00%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
4.4.1					0,00	0,00%	
4.4.2					0,00	0,00%	
4.4.3					0,00	0,00%	
4.4.4					0,00	0,00%	
4.4.5					0,00	0,00%	
4.5 Project events/ meetings (for project team members and partners)					100,00	0,01%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
4.5.1	Partner meetings	pieces	2,00	50,00	100,00	0,01%	During the project implementation LP will organise 2 partner meetings. Cost includes foods and beverages and lunch.
4.5.2					0,00	0,00%	
4.5.3					0,00	0,00%	
4.5.4					0,00	0,00%	
4.6 Services related to project management					0,00	0,00%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
4.6.1					0,00	0,00%	
4.6.2					0,00	0,00%	
4.6.3					0,00	0,00%	
4.7 Costs related to the implementation of procurement procedures					200,00	0,02%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
4.7.1	Public procurement according PRAG	pieces	2,00	100,00	200,00	0,02%	Costs in connection with PRAG procurement process. 2 progress * 100 EUR.
4.7.2					0,00	0,00%	

4.7.3					0,00	0,00%	
4.8	Costs of supervisor of engineering				27 000,00	3,18%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
4.8.1	Engineer costs	piece	1,00	27 000,00	27 000,00	3,18%	Independent engineer organisation will employ 2 members within the engineer organisation. 1 project manager, 1 engineer will take part in the engineer tasks during the road construction activity.
4.8.2					0,00	0,00%	
4.8.3					0,00	0,00%	
4.10	Costs related to publicity, promotion and communication				0,00	0,00%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
4.10.1					0,00	0,00%	
4.10.2					0,00	0,00%	
4.10.3					0,00	0,00%	
4.10.4					0,00	0,00%	
4.10.5					0,00	0,00%	
4.11	Other				3 975,00	0,47%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
4.11.1	Translation costs	pages	210,00	17,50	3 675,00	0,43%	Translation of PRAG documents and other project documents
4.11.2	Copy costs	pages	300,00	1,00	300,00	0,04%	Copy of plans, technical documents
4.11.3					0,00	0,00%	
4.11.4					0,00	0,00%	
4.11.5					0,00	0,00%	

5	Equipment / Supply				0,00	0,00%	
5.1	Purchase of new equipment				0,00	0,00%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
5.1.1					0,00	0,00%	
5.1.2					0,00	0,00%	
5.1.3					0,00	0,00%	
5.1.4					0,00	0,00%	
5.1.5					0,00	0,00%	
5.2	Rent of equipment				0,00	0,00%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
5.2.1					0,00	0,00%	
5.2.2					0,00	0,00%	
5.2.3					0,00	0,00%	

6	Investment / Works				803 000,00	94,47%	
6.1	Construction of buildings, works, infrastructure				0,00	0,00%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
6.1.1					0,00	0,00%	
6.1.2					0,00	0,00%	
6.1.3					0,00	0,00%	
6.1.4					0,00	0,00%	
6.1.5					0,00	0,00%	
6.2	Reconstruction, renovation of buildings, works, infrastructure				803 000,00	94,47%	<i>Please justify the necessity of the planned expenditure (explain what to procure and why)</i>
6.2.1	Reconstruction of road	km	2,51	318 344,61	600 000,00	94,12%	2,51 km reconstructed road.
6.2.2	Control labor	piece	1,00	3 000,00	3 000,00	0,36%	Control labor measurement in connection with road reconstruction.
6.2.3					0,00	0,00%	
6.2.4					0,00	0,00%	
6.2.5					0,00	0,00%	

7	Administrative costs				100,00	0,01%	
7.1	Legal costs					0,00%	
7.2	Costs of project bank account				100,00	0,01%	5 bank transfer fees between partners. 1 bank transfer 20 EUR
7.3	Real costs					0,00%	
7.4	Office rental					0,00%	
7.5	Overhead costs					0,00%	
7.6	Costs of permits					0,00%	

TOTAL BUDGET:	849 975,00	100,00%
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10. Project budget per partner		Project partner 1: JAVNO PREDUZEĆE ZA PROSTORNO I URBANISTIČKO PLANIRANJE					
No.	Name of the item (max. 60 char)	Unit	Number of items	Unit price	Amount (EUR)	Share (%)	Description of item (max. 300 char)
1	Preparation costs				0,00	0,00%	
1.1	Technical plans				0,00	0,00%	If deemed necessary, use the cells below for more detailed description (Not obligatory)
1.1.1					0,00	0,00%	
1.1.2					0,00	0,00%	
1.1.3					0,00	0,00%	
1.2	Studies, statistics, databases and researches				0,00	0,00%	If deemed necessary, use the cells below for more detailed description (Not obligatory)
1.2.1					0,00	0,00%	
1.2.2					0,00	0,00%	
1.2.3					0,00	0,00%	
1.3	Costs of permits				0,00	0,00%	If deemed necessary, use the cells below for more detailed description (Not obligatory)
1.3.1					0,00	0,00%	
1.3.2					0,00	0,00%	
1.3.3					0,00	0,00%	
1.4	Project meetings and travel costs				0,00	0,00%	If deemed necessary, use the cells below for more detailed description (Not obligatory)
1.4.1					0,00	0,00%	
1.4.2					0,00	0,00%	
1.4.3					0,00	0,00%	
1.5	Translation and interpretation costs				0,00	0,00%	If deemed necessary, use the cells below for more detailed description (Not obligatory)
1.5.1					0,00	0,00%	
1.5.2					0,00	0,00%	
1.5.3					0,00	0,00%	
2	Staff cost				31 725,00	3,58%	
2.1	Salary of staff (direct project management)				11 585,00	1,31%	If deemed necessary, use the cells below for more detailed description (Not obligatory)
2.1.1	Tamara Zelenovic Vasiljevic - project coordinator	month	18,00	322,50	5 805,00	0,66%	Project coordinator: Wages and social contribution of employer defined in the ratio (30%) of the time spent on the implementation of the project ; Financial assistant: Wages and social contribution of employer defined in the ratio (30%) of the time spent on the implementation of the project
2.1.2	Ljubica Rožić - financial assistant	month	18,00	320,00	5 760,00	0,65%	
2.1.3					0,00	0,00%	
2.2	Salary of staff (team members)				20 140,00	2,28%	If deemed necessary, use the cells below for more detailed description (Not obligatory)
2.2.1	Aleksandar Jevđenić - manager for road infrastructure	month	18,00	520,00	9 360,00	1,06%	Manager for road infrastructure: Part time employed for the project duration (30%). EU policy assistant: Part time employed for the project duration (30%).
2.2.2	Vladimir Rašković - EU policy assistant	month	18,00	600,00	10 800,00	1,22%	
2.2.3					0,00	0,00%	
2.2.4					0,00	0,00%	
3	Travel and accommodation				0,00	0,00%	
3.1	Travel cost of project staff				0,00	0,00%	If deemed necessary, use the cells below for more detailed description (Not obligatory)
3.1.1					0,00	0,00%	
3.1.2					0,00	0,00%	
3.1.3					0,00	0,00%	
3.2	Accommodation costs of project staff				0,00	0,00%	If deemed necessary, use the cells below for more detailed description (Not obligatory)
3.2.1					0,00	0,00%	
3.2.2					0,00	0,00%	
3.2.3					0,00	0,00%	
3.3	Pex items of the project staff				0,00	0,00%	If deemed necessary, use the cells below for more detailed description (Not obligatory)
3.3.1					0,00	0,00%	
3.3.2					0,00	0,00%	
3.3.3					0,00	0,00%	
4	Service				42 760,00	4,83%	
4.1	Technical plans				0,00	0,00%	Please describe the content of the technical plans foreseen in this budget line
4.1.1					0,00	0,00%	
4.1.2					0,00	0,00%	
4.1.3					0,00	0,00%	
4.2	Studies, statistics, databases and researches				0,00	0,00%	Describe the of the studies including breakdown of items and activities, including costs.
4.2.1					0,00	0,00%	
4.2.2					0,00	0,00%	
4.2.3					0,00	0,00%	
4.3	Conferences, seminars (lecturers/performers/trainers/experts)				0,00	0,00%	Please explain the content of the events, place and estimated time, target groups, etc.
4.3.1					0,00	0,00%	
4.3.2					0,00	0,00%	
4.3.3					0,00	0,00%	
4.3.4					0,00	0,00%	
4.3.5					0,00	0,00%	
4.4	Conferences, seminars, trainings (participants)				3 400,00	0,38%	Explain the chosen venue, estimated time and set number of participants of the events.
4.4.1	Open conference in Serbia	event	1,00	1 700,00	1 700,00	0,19%	Project open conference in Serbia, one day, 15 participants from Hungary+30 participants from Serbia (venue cost,catering,translation, translation equipmet)
4.4.2	Closing conference in Serbia	event	1,00	1 700,00	1 700,00	0,19%	
4.4.3					0,00	0,00%	
4.4.4					0,00	0,00%	
4.4.5					0,00	0,00%	
4.5	Project events/ meetings (for project team members and partners)				0,00	0,00%	Please write a description of the events and an estimated number of such events.
4.5.1					0,00	0,00%	
4.5.2					0,00	0,00%	
4.5.3					0,00	0,00%	
4.5.4					0,00	0,00%	
4.5.5					0,00	0,00%	
4.6	Services related to project management				0,00	0,00%	Please give a detailed list of activities to be done by the external project management.
4.6.1					0,00	0,00%	
4.6.2					0,00	0,00%	
4.6.3					0,00	0,00%	
4.7	Costs related to the implementation of procurement procedures				500,00	0,06%	Please give a detailed list of activities to be done by the external procurement experts.
4.7.1	Public procurement procedures	piece	1,00	500,00	500,00	0,06%	Cost of arranging for expert services for elaborating public procurement documents and procedures according to PRAG.

4.7.2					0,00	0,00%	
4.7.3					0,00	0,00%	
4.8	Costs of supervisor of engineering				27 000,00	3,05%	<i>Please describe the activities to be concluded by the supervisor of engineering:</i>
4.8.1	Engineer costs	piece	1,00	27 000,00	27 000,00	3,05%	Independent engineer organisation will employ 2 members within the engineer organisation. 1 project manager, 1 engineer will take part in the engineer tasks during the road construction activity.
4.8.2					0,00	0,00%	
4.8.3					0,00	0,00%	
4.10	Costs related to publicity, promotion and communication				9 460,00	1,07%	<i>This budget line should be explained in details on sheet 6: information and publicity.</i>
4.10.1	Media coverage and PR activities	piece	1,00	6 060,00	6 060,00	0,68%	The estimated cost covers 2 TV appearances (2 x 800 = 1600Eur), 2 appearances on the radio (2 x 490 = 980Eur), 2 articles in the newspaper (2 x 500 = 1000Eur), 2 press conferences (2 x 300 = 600Eur), press clipping (1000Eur) and VIP promotional material (880Eur)
4.10.2	Brochures	piece	1 000,00	2 500,00	2 500,00	0,26%	1000 pieces printed bilingual brochures (A5 size) about the investment
4.10.3	Leaflets	piece	1 000,00	0,40	400,00	0,05%	1000 pieces printed bilingual leaflets (A5 size) about the investment
4.10.4	Design of info material	piece	1,00	500,00	500,00	0,08%	This cost includes design of info material.
4.10.5					0,00	0,00%	
4.11	Other				2 400,00	0,27%	<i>Please give a detailed description of the service.</i>
4.11.1	Translation costs	pages	200,00	12,00	2 400,00	0,27%	Translation of PRAG documents and other project documents
4.11.2					0,00	0,00%	
4.11.3					0,00	0,00%	
4.11.4					0,00	0,00%	
4.11.5					0,00	0,00%	

5	Equipment / Supply				0,00	0,00%	
5.1	Purchase of new equipment				0,00	0,00%	<i>Please explain the breakdown of the budget items that will be purchased.</i>
5.1.1					0,00	0,00%	
5.1.2					0,00	0,00%	
5.1.3					0,00	0,00%	
5.1.4					0,00	0,00%	
5.1.5					0,00	0,00%	
5.2	Rent of equipment				0,00	0,00%	<i>Please describe the equipment that is to be rented.</i>
5.2.1					0,00	0,00%	
5.2.2					0,00	0,00%	
5.2.3					0,00	0,00%	

6	Investment / Works				802 500,00	90,63%	
6.1	Construction of buildings, works, infrastructure				0,00	0,00%	<i>Please give a detailed description of the works concerning this project.</i>
6.1.1					0,00	0,00%	
6.1.2					0,00	0,00%	
6.1.3					0,00	0,00%	
6.1.4					0,00	0,00%	
6.1.5					0,00	0,00%	
6.2	Reconstruction, renovation of buildings, works, infrastructure				802 500,00	90,63%	<i>Give a detailed description of the reconstruction or renovation concerning this project.</i>
6.2.1	Rehabilitation of road (00+000,000 - 02+675,000)	m	2 675,00	300,00	802 500,00	90,63%	Rehabilitation of the road section between the Hungarian border crossing-Djala towards Novi Knezavac: 00+000,000 - 02+675,000 km in Serbia. Length of the rehabilitated road on the Serbian side: 2675 m
6.2.2					0,00	0,00%	
6.2.3					0,00	0,00%	
6.2.4					0,00	0,00%	
6.2.5					0,00	0,00%	

7	Administrative costs				8 500,00	0,96%	
7.1	Legal costs					0,00%	
7.2	Costs of project bank account					0,00%	
7.3	Real costs				4 500,00	0,51%	
7.4	Office rental					0,00%	
7.5	Overhead costs				4 000,00	0,45%	
7.6	Costs of permits					0,00%	

TOTAL BUDGET:	885 485,00	100,00%
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10. Project budget summary

Application ID

HUSRB/1203/1.1.1

Project Acronym

Tiszasz-Djálá

Lead Beneficiary

Nemzeti Infrastruktúra Fejlesztő Zrt.

Name of budget heading / budget line	Planned amount per partner (EUR)						Total costs per budget line (EUR)	Share related to total costs (%)
	LB	PP1	PP2	PP3	PP4	PP5		
1 Preparation costs	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
1.1 Technical plans	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
1.2 Studies, statistics, databases and researches	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
1.3 Costs of permits	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
1.4 Project meetings and travel costs	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
1.5 Translation and interpretation costs	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
2 Staff cost	15 000,00	31 725,00	0,00	0,00	0,00	0,00	46 725,00	2,69%
2.1 Salary of staff (direct project management)	12 690,00	11 565,00	0,00	0,00	0,00	0,00	24 255,00	1,40%
2.2 Salary of staff (team members)	2 310,00	20 160,00	0,00	0,00	0,00	0,00	22 470,00	1,29%
3 Travel and accommodation	600,00	0,00	0,00	0,00	0,00	0,00	600,00	0,03%
3.1 Travel cost of project staff	200,00	0,00	0,00	0,00	0,00	0,00	200,00	0,01%
3.2 Accommodation costs	200,00	0,00	0,00	0,00	0,00	0,00	200,00	0,01%
3.3 Per diems of the project staff	200,00	0,00	0,00	0,00	0,00	0,00	200,00	0,01%
4 Services	31 275,00	42 760,00	0,00	0,00	0,00	0,00	74 035,00	4,27%
4.1 Technical plans	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
4.2 Studies, statistics, databases and researches	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
4.3 Conferences, seminars - fees of lecturers/performers/trainers/experts	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
4.4 Conferences, seminars, trainings (participants)	0,00	3 400,00	0,00	0,00	0,00	0,00	3 400,00	0,20%
4.5 Project events/ meetings (for project team members and partners)	100,00	0,00	0,00	0,00	0,00	0,00	100,00	0,01%
4.6 Services related to project management	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
4.7 Costs related to the implementation of procurement procedures	200,00	500,00	0,00	0,00	0,00	0,00	700,00	0,04%
4.8 Costs of supervisor of engineering	27 000,00	27 000,00	0,00	0,00	0,00	0,00	54 000,00	3,11%
4.10 Costs related to publicity, promotion and communication	0,00	9 460,00	0,00	0,00	0,00	0,00	9 460,00	0,55%
4.11 Other	9 975,00	2 400,00	0,00	0,00	0,00	0,00	12 375,00	0,37%
5 Equipment / Supply	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
5.1 Purchase of new equipment	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
5.2 Rent of equipment	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
6 Investment / Works	803 000,00	802 500,00	0,00	0,00	0,00	0,00	1 605 500,00	92,51%
6.1 Construction of buildings, works, infrastructure	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
6.2 Reconstruction, renovation of buildings, works, infrastructure	803 000,00	802 500,00	0,00	0,00	0,00	0,00	1 605 500,00	92,51%
7 Administrative costs	100,00	8 500,00	0,00	0,00	0,00	0,00	8 600,00	0,50%
7.1 Legal costs	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
7.2 Costs of project bank account	100,00	0,00	0,00	0,00	0,00	0,00	100,00	0,01%
7.3 Real costs	0,00	4 500,00	0,00	0,00	0,00	0,00	4 500,00	0,26%
7.4 Office rental	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
7.5 Overhead costs	0,00	4 000,00	0,00	0,00	0,00	0,00	4 000,00	0,23%
7.6 Costs of permits	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00%
TOTAL COSTS	849 975,00	885 485,00	0,00	0,00	0,00	0,00	1 735 460,00	100,00%

11. Sources of funding on partner level

Application ID	HUSR/1203/1.1.1	Project Acronym	Tiszasz-Djaja
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Lead Beneficiary: Nemzeti Infrastruktúra Fejlesztő Zrt.

Abbreviated name of Partner	Legal status in project	Amount of eligible VAT (in EUR):	LB		PP1		PP2		PP3		PP4		PP5		Total Budget	
			EUR	%	EUR	%	EUR	%	EUR	%	EUR	%	EUR	%	EUR	%
NIF Zrt.	Body governed by public law	229 493,25			not relevant											
Own contribution of the organisation		0,00	0,00%	132 822,75	15,00%	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	132 822,75	7,65%	
Community funding (IPA)		722 478,75	85,00%	752 862,25	85,00%									1 475 141,00	85,00%	
State funding (Hungary)*		127 496,25	15,00%	0,00	0,00%									127 496,25	7,35%	
TOTAL COSTS		849 975,00	100,00%	885 485,00	100,00%	0,00	0,00	0,00	0,00	0,00	0,00	0,00	0,00	1 735 460,00	100,00%	

Amount of advance from PA	108 371,81	112 889,34												221 271,15	15,00%
Planned net revenues	0,00													0,00	
Funding from other sources	0,00													0,00	

* For information purposes only: The amount of state funding is to be set in a separate contract. Neither the Managing Authority, nor the Lead Beneficiary is responsible for providing the state funding.

Adjutant rule in the project

NUTS III or equivalent	Adjutant Partner?	Community funding (EUR)	% of IPA funding	PP1		PP2		PP3		PP4		PP5		Total Community funding (EUR)
				Community funding (EUR)	% of IPA funding	Community funding (EUR)	% of IPA funding	Community funding (EUR)	% of IPA funding	Community funding (EUR)	% of IPA funding			
Budapest (HU)	Not relevant	722 478,75	48,98%											1 475 141,00

Rate of IPA funding for Adjutant Project Partner(s):	0,00%
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12. Spending forecast

Application ID	HUSRB/1203/1.1.1	Project Acronym	Tiszasz-Djala
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Lead Beneficiary	Nemzeti Infrastruktúra Fejlesztő Zrt.
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SPENDING FORECAST - TOTAL							
Project partner:	NIF Zrt.	JPZUV					TOTAL
Reporting period I	7 033,00	11 083,00					18 116,00
Reporting period II	153 683,00	28 113,00					181 796,00
Reporting period III	153 333,00	408 058,00					561 391,00
Reporting period IV	403 633,00	36 783,00					440 416,00
Reporting period V	132 293,00	401 448,00					533 741,00
TOTAL project budget	849 975,00	885 485,00	0,00	0,00	0,00	0,00	1 735 460,00
The Budget forecast matches the Budget sheets							
BUDGET SHEETS:	849 975,00	885 485,00	0,00	0,00	0,00	0,00	1 735 460,00

SPENDING FORECAST - IPA AMOUNTS							
Abbreviated name of Partner	NIF Zrt.	JPZUV					TOTAL
Reporting period I	5 978,05	9 420,55					15 398,60
Reporting period II	130 630,55	23 896,05					154 526,60
Reporting period III	130 333,05	346 849,30					477 182,35
Reporting period IV	343 088,05	31 265,55					374 353,60
Reporting period V	112 449,05	341 230,80					453 679,85
TOTAL project budget	722 478,75	752 662,25	0,00	0,00	0,00	0,00	1 475 141,00

13. Location of works, permits

Application ID HUSRB/1203/1.1.1	Project Acronym Tiszasz-Djala
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Lead Beneficiary	Nemzeti Infrastruktúra Fejlesztő Zrt.
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Location of works

Abbreviated name of the responsible partner	Permit required?	All related topographical (lot) numbers (in accordance with the relevant title deeds, max. 110 characters)	Short description of works (max. 350 characters)
NIF Zrt.	No	Topographical number of 43104.nr. road: Tiszasziget outside area 093	Road rehabilitation on the 43104. nr. Road between Tiszasziget-HU bord between 5+630-8+143,26 km section.
JPZUV	No	2468, 2475, 1127/2, 1718/10, 1073, 1056, 1072, 1071, 1070, 1064, 1069, 1066, 1068 and 2484	Rehabilitation of the road section between the Hungarian border crossing-Djala towards Novi Knezevac: 00+000,000 - 02+675,000 km in Serbia. Length of the rehabilitated road on the Serbian side: 2675 m. Top.number:144, 146, 958, 847, 2468, 2475, 1127/2, 1718/10, 1073, 1056, 1072, 1071, 1070, 1064, 1069, 1066, 1068 in Djala, and 2484

Permits

Abbreviated name of the responsible partner	Type of permit	Short description of permit (max. 200 characters)	Date of request (dd.mm.yyyy)	Estimated date of receiving the permit (in months)	If available: Identification/registry number of permit (max. 50 characters)

14. Project team members

Application ID **HUSRB/1203/1.1.1**

Project Acronym **Tiszasz-Djala**

No. 1		
Abbreviated name of Lead Beneficiary/Project Partner	NIF Zrt.	
Name of the team member	Péter Kókai	
Position in the project	Project manager	
Estimated share of working time per month dedicated to the current project (%)	30	Short description of the work related to the respective project part (max. 300 characters) Coordination of project implementation on the HU side within the NIF and with the outside partners (road constructor, engineer). Coordination and control activity. Monitoring of contracts.
Monthly salary related to the respective project part (EUR) <i>In accordance with the amounts indicated in the budget.</i>	520	
No. 2		
Abbreviated name of Lead Beneficiary/Project Partner	NIF Zrt.	
Name of the team member	Mira Ibrajter	
Position in the project	EU coordinator	
Estimated share of working time per month dedicated to the current project (%)	15	Short description of the work related to the respective project part (max. 300 characters) Keep contact with project partner, JTS, First level control and Managing Authority. Coordination and preparation of project progress reports. Preparation of modification requests and coordination the EU sources within the organisation.
Monthly salary related to the respective project part (EUR) <i>In accordance with the amounts indicated in the budget.</i>	105	
No. 3		
Abbreviated name of Lead Beneficiary/Project Partner	NIF Zrt.	
Name of the team member	Pál Povázasai	
Position in the project	Head of Office	
Estimated share of working time per month dedicated to the current project (%)	10	Short description of the work related to the respective project part (max. 300 characters) Head of Project Office Békéscsaba. Professional management of projects. Project Office of Szeged falls under Békéscsaba.
Monthly salary related to the respective project part (EUR) <i>In accordance with the amounts indicated in the budget.</i>	80	
No. 4		
Abbreviated name of Lead Beneficiary/Project Partner	NIF Zrt.	
Name of the team member	Eszter Szerényi	
Position in the project	Financial assistant	
Estimated share of working time per month dedicated to the current project (%)	10	Short description of the work related to the respective project part (max. 300 characters) Creating financial reports, controlling all payments in project lifecycle, VAT exclusions, controlling and supervising financial procedure of project activities.
Monthly salary related to the respective project part (EUR) <i>In accordance with the amounts indicated in the budget.</i>	85	
No. 5		
Abbreviated name of Lead Beneficiary/Project Partner	NIF Zrt.	
Name of the team member	Gábor Bukodi	
Position in the project	Public procurement colleague	
Estimated share of working time per month dedicated to the current project (%)	5	Short description of the work related to the respective project part (max. 300 characters) The public procurement manager will be responsible for preparing and controlling the tender procedure and specific technical details in necessary documentation.
Monthly salary related to the respective project part (EUR) <i>In accordance with the amounts indicated in the budget.</i>	8,5	
No. 6		
Abbreviated name of Lead Beneficiary/Project Partner	NIF Zrt.	
Name of the team member	Eszter Schwimmer	
Position in the project	Lawyer colleague	
Estimated share of working time per month dedicated to the current project (%)	5	Short description of the work related to the respective project part (max. 300 characters) Legal support of contracts
Monthly salary related to the respective project part (EUR) <i>In accordance with the amounts indicated in the budget.</i>	9,33	


 Hungary-Serbia
 Cross-Border Co-operation Programme

No. 7		
Abbreviated name of Lead Beneficiary/Project Partner	NIF Zrt.	
Name of the team member	Ildikó Csócsics	
Position in the project	Monitoring assistant	
Estimated share of working time per month dedicated to the current project (%)	5	Short description of the work related to the respective project part (max. 300 characters)
Monthly salary related to the respective project part (EUR) <i>In accordance with the amounts indicated in the budget.</i>	25,25	

No. 8		
Abbreviated name of Lead Beneficiary/Project Partner	JPZUV	
Name of the team member	Tamara Zelenovic Vasiljevic	
Position in the project	project coordinator	
Estimated share of working time per month dedicated to the current project (%)	30	Short description of the work related to the respective project part (max. 300 characters) Coordination and correspondence with Lead Beneficiary and first level control. Overall team coordination on Serbian side, completion of administrative tasks regarding project implementation, organisation of work meetings.
Monthly salary related to the respective project part (EUR) <i>In accordance with the amounts indicated in the budget.</i>	322,5	

No. 9		
Abbreviated name of Lead Beneficiary/Project Partner	JPZUV	
Name of the team member	Ljubica Rožić	
Position in the project	financial assistant	
Estimated share of working time per month dedicated to the current project (%)	30	Short description of the work related to the respective project part (max. 300 characters) Coordination and preparation of project progress reports. Preparation of modification requests. Monitoring of the financial issues. Invoice processing.
Monthly salary related to the respective project part (EUR) <i>In accordance with the amounts indicated in the budget.</i>	320	

No. 10		
Abbreviated name of Lead Beneficiary/Project Partner	JPZUV	
Name of the team member	Aleksandar Jevđenić	
Position in the project	Manager for road infrastructure	
Estimated share of working time per month dedicated to the current project (%)	30	Short description of the work related to the respective project part (max. 300 characters) The person in this position will be responsible for controlling specific technical and infrastructural details in necessary documentation and in the field.
Monthly salary related to the respective project part (EUR) <i>In accordance with the amounts indicated in the budget.</i>	520	

No. 11		
Abbreviated name of Lead Beneficiary/Project Partner	JPZUV	
Name of the team member	Vladimir Rašković	
Position in the project	EU policy assistant	
Estimated share of working time per month dedicated to the current project (%)	30	Short description of the work related to the respective project part (max. 300 characters) EU policy assistant will deal with monitoring and management of relevant issues towards all EU policies.
Monthly salary related to the respective project part (EUR) <i>In accordance with the amounts indicated in the budget.</i>	600	

No. 12		
Abbreviated name of Lead Beneficiary/Project Partner		
Name of the team member		
Position in the project		
Estimated share of working time per month dedicated to the current project (%)		Short description of the work related to the respective project part (max. 300 characters)
Monthly salary related to the respective project part (EUR) <i>In accordance with the amounts indicated in the budget.</i>		

Annex II
Partnership Agreement



Hungary-Serbia
IPA Cross-border Co-operation Programme

Model Partnership Agreement

Acronym: Tiszasz-Djala

Project title: Rehabilitation of Tiszasziget-Djala cross-border connecting road



The Programme is co-financed by the
European Union

**Partnership Agreement
for the implementation of the Project**

HUSRB/1203/111/050, Tiszasz-Djala, Rehabilitation of Tiszasziget-Djala cross-border connecting road

**within the
Hungary-Serbia IPA Cross-border Co-operation Programme**

between

Lead Beneficiary National Infrastructure Developing Private Company Limited (Nemzeti Infrastruktúra Fejlesztő Zrt. – NIF Zrt.), having its head office at 1134 Budapest, Váci út 45.

and

JAVNO PREDUZEĆE ZA PROSTORNO I URBANISTIČKO, PLANIRANJE I PROJEKTOVANJE “ZAVOD ZA URBANIZAM VOJVODINE”, NOVI SAD PE URBAN AND SPATIAL PLANNING INSTITUTE OF VOJVODINA, having its head office at 6 / III Železnička, Novi Sad 21000, Serbia

On the basis of:

- COUNCIL REGULATION (EC) No 1085/2006 of 17th July 2006 establishing an Instrument for Pre-Accession Assistance (IPA) – the IPA Regulation;
- COMMISSION REGULATION (EC) No 718/2007 of 12th June 2007 implementing Council Regulation (EC) No 1085/2006 establishing an Instrument for Pre-Accession Assistance (IPA) – the IPA Implementing Regulation;
- The Programme Document of the Hungary-Serbia IPA Cross-border Co-operation Programme, approved by the European Commission on the 25th of March 2008 by Decision Ref No C(2008)1075 (hereinafter referred to as the Programme);
- The Guidelines for Applicants of the 2nd Call for Proposals of the Hungary-Serbia IPA Cross-border Co-operation Programme, laying down the programme specific rules for the implementation of Hungarian-Serbian projects – the Guidelines for Applicants; and
- The Project Implementation Handbook for the Hungary-Serbia IPA Cross-border Co-operation Programme.

Article 1 Definitions

1. **Lead Beneficiary:** the Lead Beneficiary is chosen among the Project Partners and has full financial and administrative responsibility for the Community funding for the entire duration of the project. The Lead Beneficiary is also responsible for the proper reporting of progress during project implementation to the Joint Technical Secretariat, as stipulated in the Subsidy Contract for Community Funding. In principle, the Lead Beneficiary has functional (coordination of the project activities) and financial responsibilities related to the Community funding (based on Paragraph (1) of Article 96 of the IPA Implementing Regulation).
2. **Project Partner(s):** actor(s) - including the Lead Beneficiary - committing themselves functionally and financially to implement a project part of the project according to the Application Form as approved by the Joint Monitoring and Steering Committee.
3. **Project Partner from Adjacent Region:** in line with Article 97 of the IPA Implementing Regulation, in duly justified cases Community funding may finance expenditure incurred in implementation of operations or parts of operations up to a limit of 20 per cent of the amount of Community funding to the cross-border Programme in NUTS 3 regions adjacent to the eligible area for the Programme. At project level, in exceptional cases, expenditure incurred by Project Partners located in NUTS 3 regions adjacent to the eligible area may be eligible, if the project could only achieve its objectives with that Project Partner's participation.
4. **Project part:** covers a set of activities within the project as a whole, undertaken by each of the Project Partners separately in a defined timeframe and presented in the respective Project Partner's budget sheet of the Application Form.

Article 2 Subject of the Partnership Agreement

1. The subject of this Partnership Agreement is the organisation of the partnership by regulating the rights and obligations of all Project partners in order to successfully implement the Project HUSRB/1203/111/050, Tizzasz-Djala, Rehabilitation of Tizzasziget-Djala cross-border connecting road.
2. The Project Partners shall make their own contributions to the implementation of the Project and shall receive the Community contribution according to the following distribution:

Project Partner	Own contribution EUR	State contribution EUR	Maximum Community contribution EUR	Community co-financing rate (%)	Total eligible budget EUR	Amount of advance EUR
Lead Beneficiary:	0,00	127 496,25	722 478,75	85%	849 975,00	108 371,81
Project Partner 1:	132 822,75	0,00	752 662,25	85%	885 485,00	112 899,34
Total	132 822,75	127 496,25	1 475 141,00	85%	1 735 460	221 271,15

3. The present Agreement is annexed to and forms integral part of the signed Subsidy Contract for Community Funding, together with the Application Form approved by the Joint Monitoring and Steering Committee, therefore Project Partners have to understand and fully respect the content of and the obligations set by the abovementioned documents.

Article 3 Duration of the Agreement

1. This Agreement shall take effect on the date on which it is signed by all Project Partners. It shall remain in force until the Lead Beneficiary has fulfilled its obligations arising from the Subsidy Contract for Community Funding towards the Managing Authority.

Article 4

Activities of Project Partners in the project

1. The activities and the role of the Lead Beneficiary and each Project Partner are described in the Application Form (Annex I of the Subsidy Contract for Community Funding).

Article 5

Specific obligations of the Lead Beneficiary

1. The Lead Beneficiary shall take all the steps needed to correctly manage the project in accordance with the Application Form approved by the Joint Monitoring and Steering Committee and in line with the Subsidy Contract for Community Funding.
2. In addition the Lead Beneficiary shall:
 - a) sign the Subsidy Contract for Community Funding on behalf of all its Project Partners;
 - b) inform all Project Partners on the signature of the Subsidy Contract for Community Funding and provide all Project Partners with a copy thereof;
 - c) keep the Project Partners informed on a regular basis about all relevant communication between the Lead Beneficiary and the Joint Technical Secretariat / Managing Authority;
 - d) without any delay inform the Project Partners about all essential issues connected to project implementation;
 - e) be responsible for verifying that the expenditure declared by the Project Partners has been incurred only for the purpose of implementing the project (part) and that it corresponds to the activities agreed between the Project Partners in the frame of the approved Application Form;
 - f) be responsible for verifying that the expenditure declared by the Project Partners has been validated by the designated controller at national level;
 - g) submit the applications for reimbursement together with the progress reports to the Joint Technical Secretariat keeping the deadlines indicated in the Subsidy Contract for Community Funding;
 - h) transfer the respective amounts of advance (specified in Annex III of the Subsidy Contract for Community Funding) received on the Lead Beneficiary's separate bank account to the bank accounts of each Project Partner within *15 days* and in full, without specific fees or charges;



- i) transfer the Community funding according to the Application for Reimbursement approved by the Joint Technical Secretariat received on the Lead Beneficiary's separate bank account to the bank accounts of each Project Partner, within *15 days* and in full, without specific fees or charges;
- j) agree with the Project Partners before applying for a reallocation between budget headings in accordance with the Subsidy Contract for Community Funding;
- k) agree with the Project Partners before submitting any request for an amendment of the Subsidy Contract for Community Funding to the Joint Technical Secretariat.

Article 6 **Obligations of the Project Partners**

1. The Project Partners take into account all rules and obligations as set out in the Subsidy Contract for Community Funding.
2. The Project Partners commit themselves to undertake everything in their power to foster the implementation of the project.
3. The Project Partners shall support the Lead Beneficiary in fulfilling its tasks as stipulated in the Subsidy Contract for Community Funding.
4. In particular, each Project Partner shall:
 - a) without any delay provide the Lead Beneficiary with any information needed to draw up the Project Progress Reports and the Final Project Progress Report, react on any request by the Managing Authority or the Joint Technical Secretariat, or provide any further information needed by the Lead Beneficiary;
 - b) inform the Lead Beneficiary immediately about any circumstance that could lead to a temporary or final discontinuation of the project.
5. In particular, each Project Partner shall:
 - a) inform the Lead Beneficiary before the submission of the first Application for Reimbursement on the details of the bank account to which the Community funding of the Project Partner shall be transferred;
 - b) complete its activities as described in the approved Application Form foreseen for each reporting period of the project implementation;
 - c) 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.



The reimbursement of expenditure of the Project Partners not covered by declarations on validation of expenditure in the given reporting period can only be requested following the next reporting deadline;

- d) comply with Community and national rules, including rules on public procurement, state aid, publicity, further rules on environmental protection and equal opportunities;
 - e) be responsible for the sound financial management of the funding allocated to its project part, including the arrangements for recovering amounts unduly paid (Community funding, state contribution, if relevant, and other public contribution).
6. In addition to the obligations set out in above, the Project Partners from Adjacent Region have to comply with the following:
- a) the total amount of Community contribution to be reimbursed to all Project Partner(s) from Adjacent Regions shall be maximum of 20% of the total eligible project costs;
 - b) additional rules agreed between the Lead Beneficiary and the Project Partner(s) from Adjacent Regions:
not relevant

Article 7

Responsibilities of the Lead Beneficiary and of the Project Partners

1. The Lead Beneficiary solely assumes responsibility for the entire project towards the Managing Authority.
2. Each Project Partner 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 this Agreement and in the Application Form.

Should a Project Partner not fulfil its obligations under this Agreement, the Lead Beneficiary shall warn 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 exclude/replace the Project Partner concerned with approval of the other Project Partners. The Joint Technical Secretariat shall be promptly informed of such a decision by the Lead Beneficiary and the change in the partnership has to be approved according to the provisions set out in the Project Implementation Handbook.

3. Each Project Partner shall take the financial responsibility for the Community funding 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 amounts unduly paid. If the irregularity is committed by a Project Partner the concerned organisation shall repay to the Lead Beneficiary the amounts unduly paid.

Article 8

Reporting obligations of the Project Partners

1. The Lead Beneficiary can only submit an Application for Reimbursement to the Joint Technical Secretariat by providing proof of progress of the project. Therefore, in order to provide adequate information on the progress of the project, each Project Partner has to submit a Partner Report to the Lead Beneficiary consisting of an activity report describing the activities carried out, their outputs and results during the reporting period and a financial report presenting the financial progress of the project in accordance with the approved Application Form.
2. The Project Partners have to respect the reporting deadlines of the Subsidy Contract for Community Funding and have to submit their Partner Report and Declaration on validation of expenditure to the Lead Beneficiary in due time, until after the receive of the declaration within 5 working days. Partner reports and declarations on validation of expenditure not submitted to the Lead Beneficiary within the set deadline will not be included in the Project Progress Report and Application for Reimbursement of the Lead Beneficiary to be submitted to the Joint Technical Secretariat.
3. The partner reports should be drawn up in Euro. The Project Partners shall convert into Euro the amounts of expenditure in the list of invoices incurred in national currency before submission for verification to the responsible Controller. The expenditures shall be converted as described in the Subsidy Contract for Community Funding.

The exchange rate risk is borne by the Project Partner concerned.

Article 9

Audits

1. For audit purposes each Project Partner shall:
 - a) retain all files, documents and data about the project at least until the 31st of December 2021, either in original or as certified copies on commonly used data storage device safely and orderly;
 - b) enable the Managing Authority, Certifying Authority, Audit Authority and the responsible auditing bodies of the European Union and the auditing bodies of the Participating Country it is based to audit the proper use of funds;



- c) provide these authorities with any information about the project as requested;
- d) provide them access to the accounting books and accounting documents and other documentation related to the project at least until the 31st of December 2021;
- e) provide them access to their business premises during the ordinary business hours and also beyond these hours by arrangement and allow them to carry out checks related to the project at least until the 31st of December 2021;
- 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 IPA Implementing Regulation and in the Guidelines for Implementing Information and Publicity Requirements for the Projects in the Hungary-Serbia IPA Cross-border Co-operation Programme.
2. Information and publicity measures shall be coordinated among the Project Partners. Each Project Partner is equally responsible for promoting the fact that financing for the project is provided from Community funding and, if relevant, from state contribution within the framework of the Hungary-Serbia IPA Cross-border Co-operation 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 frame 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.

Article 11 Changes in the project partnership

1. Being aware of the fact that all changes in the partnership need an approval of the Joint Monitoring and Steering Committee and that the Managing Authority is entitled to withdraw from the Subsidy Contract for Community Funding if the number of Project Partners falls below the minimum number of Partners, the Project Partners agree not to back out of the project unless they have unavoidable reasons to do so.
2. In case a Project Partner withdraws from the project or is excluded from it, the remaining Project Partners shall undertake to find a rapid and efficient solution to ensure 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 in exceptional cases by involving a new Project Partner in the partnership in line with the respective provisions.

3. The Lead Beneficiary shall inform the Joint Technical Secretariat as soon as changes in the project partnership are foreseeable. The changes in the partnership enter into force only after the approval by the Joint Monitoring and Steering Committee.
4. The provisions set for audits in Article 9 remain applicable to the Project Partner that backed out of the project or was excluded from the project.

Article 12 Irregularities and the repayment of funds

1. Should the Managing Authority – based on the provisions of the Subsidy Contract for Community Funding – request the repayment of Community funding from the Lead Beneficiary, the latter shall call upon the Project Partner that had caused the irregularity resulting in the repayment of the Community funding unduly paid according to the request of the Managing Authority.
2. The Project Partner in question has to repay the requested Community funding together with the interests chargeable to the Lead Beneficiary and the corresponding state contribution, if relevant, to the responsible national body as stipulated in the Contract on the State Contribution.
3. The Project Partner has to respect the deadline given by the Managing Authority to the Lead Beneficiary for the repayment of the Community funding. The Project Partner has to transfer the requested Community funding together with the interests chargeable to the Lead Beneficiary within 15 working days before the deadline set for the Lead Beneficiary.

Article 13 Cooperation with third parties, assignment

1. In case of cooperation with third parties (e.g. concluding subcontracts) the Project Partner shall remain solely responsible towards the Lead Beneficiary concerning the compliance with its obligations as set out in this Agreement.
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 Project Partner shall notify the Lead Beneficiary in written form within 5 working days. The Lead Beneficiary shall notify the Joint Technical Secretariat according to the provisions set out in the Subsidy Contract for Community Funding.

Article 14 Language

1. The present Agreement is concluded in English language. In case of translations of this Agreement into another language the English version shall prevail.
2. The working language of the partnership shall be Hungarian and Serbian. Any official internal document of the project shall be made available in English.


Article 15 Applicable law

1. The present Agreement is governed by the Hungarian law, being the law of the country of the Lead Beneficiary.

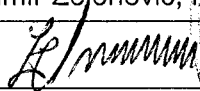
Article 16 Concluding provisions

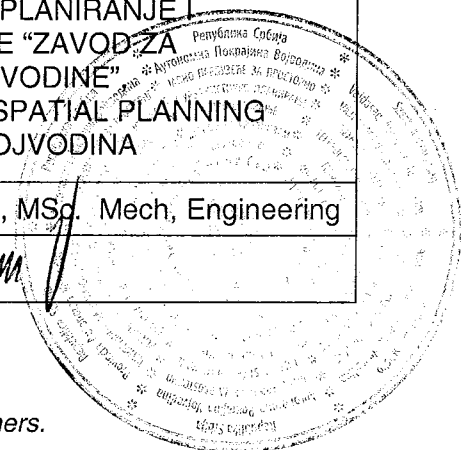
1. Should any provision in the present Agreement be entirely or partly ineffective, all other provisions remain binding. The Partners undertake to replace the ineffective provision by an effective one which comes as close as possible to the purpose of the ineffective provision.
2. Any amendments to this Agreement shall be made in writing and shall be signed by all Project Partners. The Lead Beneficiary shall notify the Joint Technical Secretariat of any amendment or supplement to the present Agreement.
3. The Project Partners commit themselves to take appropriate 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 or pass it on to third parties or use it without prior written consent of the Lead Beneficiary and the Project Partners concerned.
4. 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 Budapest Municipal Court shall have competence to rule in all legal disputes arising from this Agreement.

5. Done in English in 5 originals of which each party keeps one original, while one original is annexed to the Subsidy Contract for Community Funding.

Place, Date:	Budapest, 2012.11.21.
Name of Lead Beneficiary:	Nemzeti Infrastruktúra Fejlesztő Zrt. / National Infrastructure Developing Private Company Limited
Name of legally authorised representative:	NEMZETI INFRASTRUKTÚRA FEJLESZTŐ ZÁRTKÖRŰEN MŰKÖDŐ RÉSZVÉNYTÁRSASÁG General Manager
Signature:	1134 Budapest, Váci út 45. 

16.

Place, Date:	Novi Sad, 14/11/2012
Name of Project Partner*:	JAVNO PREDUZEĆE ZA PROSTORNO I URBANISTIČKO, PLANIRANJE I PROJEKTOVANJE "ZAVOD ZA URBANIZAM VOJVODINE" PE URBAN AND SPATIAL PLANNING INSTITUTE OF VOJVODINA
Name of legally authorised representative:	Vladimir Zelenović, MSc. Mech, Engineering
Signature:	



* Signature panels to be copied according to the number of Project Partners.

ИЗДАНО У Београду, 14.11.2012. г.

Број: 08/77

Дата: 14.11.2012.

Annex III
List of documents to be retained

No.	Document
1.	Submitted Application Form
2.	Notification letter from the Managing Authority awarding subsidy
3.	Subsidy Contract (and its amendments)
4.	Partnership Agreement (and its amendments)
5.	Partner Reports
6.	Declarations on validation of expenditure
7.	Project Progress Reports and Project Follow-up Reports
8.	Applications for Reimbursement
9.	Each invoice and accounting document of equivalent probative value related to project expenditure (originals to be retained at the premises of the Project Partner 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 Partner 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 Partner concerned)
13.	If relevant, documentation of monitoring visits of the Joint Technical Secretariat / Managing Authority
14.	If relevant, documentation related to audits
15.	If relevant, the Lead Beneficiary's / Project Partners' Subsidy contracts on state contribution and the related documents

Annex IV

Rules of Use of the Front Office surface of IMIS 2007-2013

This regulation lays down the requirements of secure application of the IMIS 2007-2013 system (hereinafter referred to as the system).

General rules

- The Lead Beneficiary (hereinafter referred to as the User) is obliged to learn the rules of the proper use of the system and to apply the system according to the User Manual.
- The User is only allowed to complete tasks in line with his/her role within the system.
- The User is obliged to cooperate with the designated programme manager in case any examination related to system events becomes necessary.
- The User is responsible for the accuracy of the data entered into the system.

Security rules

- It is prohibited to use any programmes, applications or devices that may affect the operation of the system.
- The User is responsible for the secure use of the system.
- In order to guarantee the safe operation of the system the User is obliged to use a client computer that is sufficiently protected: equipped with central or local firewall, regularly updated antivirus system and well-protected user accounts for the workstation.
- The User is obliged to use a complex password that is kept confidential. The User has to select a password with a length of at least 8 characters, containing lower case letters, capital letters and digits as well. The password shall be changed regularly.
- In case of any activity that endangers the safe operation of the system the access of the affected User will be suspended and IT security examination will be started.

Rules for suspicion of misuse

- In case of unauthorized usage the owner of the user name has to take the responsibility.
- In case of reasonable suspicion of unauthorized usage all the tasks accomplished by the User in the system can be examined during the security examination without preliminary notification.
- In case of a suspicion that the password could be learned by another unauthorized person the User has to change it immediately and he/she has to inform the designated programme manager about this event.
- If the client computer used for accessing the system is infected by a virus the User is not allowed to log into the IMIS 2007-2013 until the infection is eliminated. The designated programme manager shall be informed of the virus infection immediately in order to eliminate the virus infection of files uploaded.
- It is prohibited to provide information on any system error or vulnerability to third persons; these issues shall be reported immediately to the programme manager.