



General Agreement for Cooperation

between

Aktion Minibrot

and

according to the support of Project

No. _____ on _____

Hereby I agree to the mentioned conditions of cooperation:

This paper has the status of a mutual contract. After this contract has been signed the cooperation between Aktion Minibrot and the partner will start immediately. By signing this agreement all contractual obligations as described in the guidelines of Aktion Minibrot have to be met. The project partner agrees to send an informal update about the project status every 3rd month.

Before a transfer of funds will be done, the partner is requested to check the account details once again. By signing this contract the following account details for bank transfer will be confirmed:

Account holder: XXXXX
Bank: XXXXX
Account number: XXXXXX
SWIFT: XXXXXXXX

As soon as KLJB receives the signed contract including the confirmation of bank details the transfer of the approved project funds of _____€ will be arranged. Immediately after the payments have been credited to the given account the partner will confirm the receipt of funds and start implementing the project activities as scheduled. In cases of delay in project, we expect respective information at all times.

Funds by Aktion Minibrot are granted for the specific purpose of project implementation. In any case of any use of funds in violation of the application the KLJB reserves the right to demand back any funds. Further KLJB is entitled to prosecute such matter without further notice. In addition to that a demand of funds by KLJB will be legitimated also in case the cooperation partner refuses regular communication to KLJB and the team of Aktion Minibrot.

Staff members of the KLJB or persons appointed by KLJB are entitled to visit the project at any time in order to check the project status quo of project implementation or to evaluate the project locally together with the project partner. A minimum of 50% of the participants of the project

must join such audits or evaluation visits. KLJB has the right to also talk to the participants directly to get a direct feedback about the project.

In case a project period is exceeding a period of twelve month apart from the final report the project partner must send an interim report after 12 months (for regulations see chapter 6.3 the guidelines). Soon after receiving a report the decision team will work on it. In case Funds will be paid as instalments the second payment will be transferred only after the interim report was approved by KLJB to correspondent to the guidelines and to be transparent and clear.

A cooperation between a partner and KLJB-Aktion Minibrot will end after the final report was approved and an audit to evaluate the project and cooperation was done locally.

Attached to this contract you will find the guidelines of Aktion Minibrot. They are part of the agreement. By signing this contract, you will agree to have understood the regulations mentioned in the guidelines and in this contract.

Place, Date

Signature