

SUBSIDY CONTRACT No. 15-282
2020-08-14
Vilnius

This Subsidy Contract on implementation of the project *Cross-border quest trails of heritage* No LT-PL-4R-284 (hereinafter – the Project), approved by decision of the Joint Monitoring Committee (hereinafter – JMC) of the (Interreg V-A) Lithuania–Poland cooperation Programme (hereinafter – the Programme) of March 4th, 2020, is signed by:

The Ministry of the Interior of the Republic of Lithuania, acting as the Managing Authority of the Programme (hereinafter – the **Managing Authority**), represented by the chancellor of the ministry Valdemar Urban,

and

Tykocin Commune (hereinafter – the **Lead Beneficiary**), represented by the Mayor Mariusz Dudziński

(hereinafter jointly named – **the Parties**).

§ 1

SUBJECT OF THE SUBSIDY CONTRACT AND LEGAL FRAMEWORK

1.1. The Managing Authority undertakes to allocate funds from the European Regional Development Fund (hereinafter – ERDF) for the Project implementation as it is indicated in paragraph 2.2 of this Subsidy Contract in the terms and conditions set out in this Subsidy Contract; the Lead Beneficiary (hereinafter – LB) undertakes to carry out the Project according to the provisions of this Subsidy Contract.

1.2. The LB shall ensure that the Project is implemented and managed in accordance with this Subsidy Contract, Programme Manual and the valid regulations and rules as well as the horizontal policies of the European Union (hereinafter –EU), other Programme documents and valid national legislation.

1.3. Respective country's national rules applicable to the LB and Project Beneficiary/-ies (hereinafter – PB) of the Republic of Lithuania and the Republic of Poland.

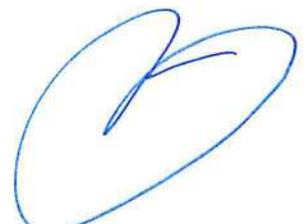
§ 2

PROJECT BUDGET

2.1. In accordance with the decision of the JMC the total eligible Project budget is maximum 738.771,05 EUR [seven hundred thirty eight thousand seven hundred seventy one euro and five eurocents].

2.2. A maximum amount of EUR 627.955,38 [six hundred twenty seven thousand nine hundred fifty five euro and thirty eight eurocents] but not more than 85 per cent from the total eligible Project budget shall be allocated to the Project implementation by the Managing Authority from the ERDF.

2.3. Not less than 15 per cent of the total eligible Project budget shall be allocated to the Project implementation by all Project Beneficiaries (hereinafter – PB).



2.4. Costs for the Project can be incurred within the Project implementation period as indicated in paragraphs 3.1.1 and 3.1.2 of this Subsidy Contract.

2.5. Disbursement of the ERDF funds for the Project implementation is subject to the condition that the national 1st level control process as well as the certification by the Managing Authority have been carried out adequately.

2.6. If the European Commission fails to make ERDF funds available to the Programme for whatever reason, the Managing Authority is entitled to withhold payments for as long as is needed or, as an ultimate tool, to terminate this Subsidy Contract.

§ 3

PROJECT DURATION

3.1. Project implementation period is defined as follows:

3.1.1. Project starting date is: September 1st, 2020;

3.1.2. Project end date is: August 31st, 2022;

3.1.3. Project duration 24 months.

3.2. Project implementation activities must start and must be finalised and all related costs must be paid until Project end date indicated in paragraph 3.1.2. of this Subsidy Contract.

§ 4

REPORTING AND PAYMENTS

4.1. Only the LB is entitled to request payment of ERDF funding. The LB may only request the refund of the Project eligible expenditures providing proof of progress of the Project as described in the approved Project application (Annex 2 to this Subsidy Contract) on the basis of the Consolidated Progress Reports (consisting of the activity report, financial report and application for payment) submitted to the Joint Secretariat (hereinafter – JS). The Consolidated Progress Reports shall be prepared in English.

4.2. The LB must observe detailed instructions for filling in and submission of the Consolidated Progress Reports as laid down in the Programme Manual approved by the JMC.

4.3. The LB shall ensure that the expenditure and activities of the PBs have been verified by the appropriate bodies executing the First level control functions in accordance with EU, Programme and national requirements and to prepare each Consolidated Progress Report on the basis of the Progress Reports provided by PBs.

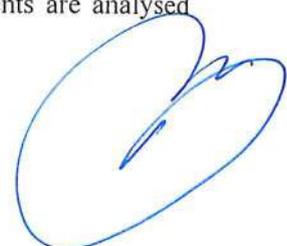
4.4. The LB has to submit Consolidated Progress Report to the JS no later than 75 (seventy five) days after the end of the reporting period within the timeframe laid down in the Project reporting schedule (Annex 4 to this Subsidy Contract).

4.5. If the documents are prepared improperly, the LB undertakes to eliminate any inconsistencies detected by JS in the Consolidated Progress Report and Progress reports and newly submit corresponding documents by the day set by the JS.

4.6. The Managing Authority undertakes to evaluate the Consolidated Progress Reports, indicated in paragraph 4.1. of this Subsidy Contract in 10 (ten) working days from the day of receiving the approved documents from the JS and:

4.6.1. if the documents are prepared properly, to approve the Consolidated Progress Report;

4.6.2. if they are prepared improperly or not all documents proving the eligibility of expenses are submitted, or it is not possible to make a conclusion that the incurred expenses are eligible according to the supplied documents, via the JS to inform the LB about the detected inconsistencies in writing and to set the term for the elimination of inconsistencies and submission of the corresponding documents. Newly submitted documents are analysed under procedure specified in paragraph 4.6 of this Subsidy Contract.



4.7. The Managing Authority is entitled to withhold any ERDF payment until all unclear issues related to the implementation, management and reporting of the Project are clarified and is also entitled to deduct any ineligible cost found during the certification process and as a result proportionally reduce the ERFD funding of the Project.

4.8. The Managing Authority undertakes within 10 (ten) working days after approval of the documents mentioned in paragraph 4.6 of this Subsidy Contract to issue the payment to the LB of approved ERDF funding amount.

4.9. Payments of ERDF funds to the LB will be made on a reimbursement basis and no advance payments can be made from the Programme.

4.10. The ERDF funds will be disbursed in Euro only and transferred to an account indicated by the LB. Any exchange rate risk will be borne by the LB.

4.11. In duly justified cases the LB can ask the Managing Authority via the JS for postponement of the deadline for submission of a Consolidated Progress Report submitting to the JS a reasoned request in written for postponement not later than 2 (two) weeks before the actual deadline for submission of the given Consolidated Progress Report.

4.12. In case the request described in paragraph 4.11 of this Subsidy Contract appears, Managing Authority will reply in written via the JS within 5 (five) days after receiving it, setting up the new deadline for submitting the given Consolidated Progress Report. The provisions of paragraph 6.2.2 of this Subsidy Contract will be applied accordingly.

4.13. In duly justified cases, particularly if the Programme facing the de-commitment risk resulting from the n+3 rule, the Managing Authority is entitled to address the LB to submit additional Consolidated Progress Reports, on the terms and conditions specified by the JMC.

§ 5

OBLIGATIONS OF THE PARTIES

5.1. The LB undertakes of its own and the PBs:

5.1.1. full legal and financial responsibility towards the Managing Authority for the implementation of the Project;

5.1.2. to represent all PBs participating in the Project and to guarantee that the LB has established with the PBs the division of the mutual responsibilities in the Partnership Agreement. LB furthermore guarantees that the Partnership Agreement complies with all requirements under the legal framework, which applies to the LB and the PBs; the LB is directly responsible for forwarding all relevant information, documents and guidance given by the Managing Authority to the PBs;

5.1.3. to establish and maintain the Project management and accounting system that allows the LB and PBs to implement the Project activities with the requisite care, reliability and efficiency in the use of the Project's resources, transparency and diligence and to establishing adequate Project monitoring and evaluating system that ensures timely achievement of Project outputs and results in a proper quality;

5.1.4. to ensure that the Project funds have been used only for the purpose of implementing the Project and corresponds to the activities and budget described in the Project application approved by the JMC and agreed between the LB and the PBs;

5.1.5. to ensure that the funds specified in paragraph 2.3 of this Subsidy Contract will be assigned for the Project implementation;

5.1.6. to prepare and timely submit documents and information referred to in paragraph 4 of this Subsidy Contract;

5.1.7. to ensure keeping in line with the eligibility, public procurement, state aid rules as mentioned in the Programme Manual as well as with the other legislation of the EU and of the respective country the LB is based in;

5.1.8. to inform the Managing Authority immediately in cases when State aid is appropriated;

5.1.9. to transfer the ERDF funds to the PBs participating in the Project as soon as possible after receiving payments from the Managing Authority. To provide the information about such transfer to the Managing Authority via the JS within 5 (five) days after transactions to the PBs are made (including the final payment);

5.1.10. to ensure that the ownership of any outputs and results produced during the Project implementation remains with the LB or PBs for at least 5 (five) years after the Project end date;

5.1.11. to ensure that all estimated revenue during the Project and within the period of 5 (five) years after the Project end date shall be calculated and deducted from the Project's eligible expenditure in the final Consolidated Progress Report at the latest. If it is impossible to calculate in advance revenue generated within 5 (five) years of the completion of a project – reports on such revenue shall be submitted annually to the Managing Authority via JS during the 5 (five) years period or once at the end of this 5 (five) years period and the revenue gained has to be returned to the account indicated by the Managing Authority within the terms set by the Managing Authority. Provisions of this paragraph are applied only to projects exceeding 1 000 000 EUR;

5.1.12. to ensure that all the Project expenditure and revenues gained by the LB and the PBs from the Project are recorded in relevant accounts and is identifiable, verifiable and backed by original invoices or other accounting documents of equivalent value;

5.1.13. to fulfil responsibilities of the beneficiaries specified in the Regulation (EU) No 1303/2013 of the European Parliament and of the Council of 17 December 2013 and in particular Annex XII of this regulation and to ensure that the PBs comply with this provision as well;

5.1.14. to ensure that all documents related to the Project implementation are stored in a safe and orderly manner by the LB and the PBs at least 5 (five) years after the final payment has been paid to the LB;

5.1.15. to inform the Managing Authority via JS in writing about any changes of its own or PBs legal addresses, names and contacts of Project coordinator and Project financial manager in 10 (ten) working days after the day the changes came into existence;

5.1.16. to request the JS for changes in Project implementation according to the provisions of Programme Manual and provide all documents related to the changes in Project implementation to the JS;

5.1.17. to submit upon request all documents related to the Project implementation and other necessary information to the Managing Authority, JS and other competent authorities responsible for the implementing and monitoring of the Programme or their authorized representatives and also to ensure the conditions to carry out Project inspections *in situ*;

5.1.18. to inform immediately the Managing Authority via JS in writing about any circumstances that may affect the results of the Project implementation, Project procrastination or improper implementation;

5.1.19. liability for all the actions undertaken by the PBs, which cause a violation of the obligations under this Subsidy Contract;

5.1.20. to return the paid ERDF funds that were used infringing the provisions of this Subsidy Contract and European Union as well as national legal acts under terms and conditions specified in this Subsidy Contract and in accordance with the Partnership Agreement.

5.2. The Managing Authority undertakes:



5.2.1. to allocate the ERDF funds indicated in paragraph 2.2. of the Subsidy Contract for the Project implementation under the terms and conditions specified in this Subsidy Contract;

5.2.2. to check how the LB is following the obligations assumed in this Subsidy Contract;

5.2.3 to make decision on the LB request specified in paragraph 4.11. of this Subsidy Contract and to inform the LB via JS about the decision made in writing within 10 (ten) working days after the day of receiving this request;

5.2.4. to carry out the control of the use of the ERDF funds by the LB and other PBs;

5.2.5. when presenting information about the Project publicly, to specify:

5.2.5.1. the name of the Project;

5.2.5.2. the name of the LB and PBs organisations;

5.2.5.3. the Project summary;

5.2.5.4. the start and the end date of the Project;

5.2.5.5. total eligible expenditure allocated to the Project;

5.2.5.6. the sums of funds allocated to the Project by the ERDF and by the LB and PBs for the Project implementation and their ratio;

5.2.5.7. the location (locations) of the Project implementation;

5.2.5.8. the name of category of intervention for the Project.

§ 6

NON-FULFILMENT, LIABILITY AND TERMINATION OF THE SUBSIDY CONTRACT

6.1. In case the LB does not fulfil or fulfils the terms and conditions of this Subsidy Contract improperly, the Managing Authority shall be entitled to demand from the LB to eliminate the violations of the Subsidy Contract within the terms set by the Managing Authority and to suspend the performance of its contractual obligations for this time period.

6.2. The Managing Authority may terminate the Subsidy Contract and/or to demand repayment of ERDF amounts already paid to the LB in full or in part, after prior consultation with JMC by informing the LB about termination of the Subsidy Contract in writing before 10 (ten) working days, if:

6.2.1. the LB or PBs has received the ERDF funds after presenting incorrect, deceitful or incomplete information which influenced the legality of the Project implementation;

6.2.2. the LB has failed to submit required reports or proofs, or supply necessary information, provided that the LB has received a written reminder setting an adequate deadline and explicitly specifying the legal consequences of a failure to comply with requirements, and has failed to comply with this deadline;

6.2.3. the LB does not eliminate the violations of this Subsidy Contract by the day which was set by Managing Authority as it is indicated in paragraph 6.1. of this Subsidy Contract;

6.2.4. a precondition for the approval of the Project (e. g. minimum number of project partners) is no longer fulfilled;

6.2.5. it is not and will not be possible to implement the Project in due time;

6.2.6. the ERDF funds allocated for the Project implementation were used in breach of provisions of this Subsidy Contract, national and / or European Union legal requirements;

6.2.7. the LB or PBs have impeded or prevented controls, audits or evaluations provided that the LB has received a written request setting an adequate deadline and explicitly specifying the legal consequences of a failure to comply with requirements, and has failed to comply with this deadline;

6.2.8. the LB is undergoing reorganization, liquidation, restructuring or bankruptcy procedures;

6.2.9. the LB or PBs committed in any act of fraud or corruption or are involved in a criminal organization or any other illegal activity detrimental to the Communities' financial interests;

6.2.10. the LB has transferred its obligations (or part of them) arising from this Subsidy contract to any third party without a previous written consent of the Managing Authority.

6.3. If the Managing Authority according to the provisions of this Subsidy Contract demands repayment of ERDF amounts already paid to the LB in full or in part, the LB is obliged to transfer the appropriate amount within 1 (one) month from the date of receiving the Managing Authority's demand. Any delay in effecting repayment shall give rise to interest on account of late payment, starting on the due date and ending on the value day of actual repayment. The interest rate will be determined in accordance with Lithuania national law.

6.4. If any circumstances indicated in paragraph 6.2. of this Subsidy Contract occurs before the full amount of the ERDF funds as stipulated in paragraph 2.2. of this Subsidy Contract has been paid to the LB, payments may be deducted or suspended by the Managing Authority and there shall be no payment requests from the LB for the remaining ERDF amount.

6.5. If the European Commission terminates Programme funding, the Managing Authority is entitled to terminate the Subsidy Contract. In such a case the Managing Authority informs the LB about termination of the Subsidy Contract in writing before 10 (ten) working days; any claim made by the LB against the Managing Authority for whatever reason is excluded.

6.6. The Subsidy Contract may be terminated upon a written request from the LB if the LB refunds the ERDF funds together with interest calculated pursuant to the provisions specified in paragraph 6.3. In this case the interest shall be calculated and charged from the day the ERDF funds transfer to the LB.

6.7. The Subsidy Contract may be terminated as a result of a mutual agreement of the Parties.

6.8. Regardless the reason of the Subsidy Contract termination, the LB is obliged to ensure that all documents related to the Project implementation are stored in a safe and orderly manner by the LB and the PBs' for a period referred to in paragraph 5.1.14. of this Subsidy Contract.

§ 7

FINAL PROVISIONS

7.1. This Subsidy Contract shall enter into force on the date the last of its Parties signs and shall be valid until the Parties fulfil all their obligations according this Subsidy Contract.

7.2. All communication on project implementation with the Managing Authority should be done via JS in English.

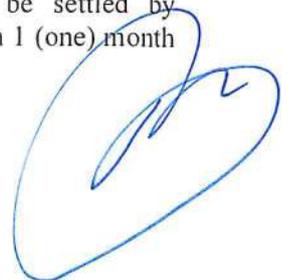
7.3. This Subsidy Contract is issued in English in 2 (two) originals.

7.4. This Subsidy Contract shall be interpreted and applied according to the laws of the Republic of Lithuania.

7.5. This Subsidy Contract may be amended and / or modified by a written consent of all the Parties. All amendments and modifications hereto shall form an integral part of this Subsidy Contract and shall be valid if made in writing, signed by the Parties or their authorized representatives and sealed.

7.6. This Subsidy Contract shall be amended if there are amendments in the provisions of the Legal acts and / or if new provisions of the Legal acts enter into force, providing for the different procedure for assignment, usage and / or payment of the funds of the Programme for the Project implementation.

7.7. Disputes regarding implementation of this Subsidy Contract shall be settled by negotiations. In case of a failure to resolve any disputes by negotiations within 1 (one) month



from the date the disagreement appeared, disputes, disagreements and claims shall be settled in courts of the Republic of Lithuania, jurisdiction place – Vilnius, if the laws do not stipulate for an exceptional jurisdiction.

7.8. Annexes to this Subsidy Contract:

Annex 1 – Copy of Decision of the Joint Monitoring Committee of the (INTERREG V-A) Lithuania – Poland Cooperation Programme on the approval of the Project;

Annex 2 – Project Application approved by JMC;

Annex 3 – Copy of signed Partnership Agreement;

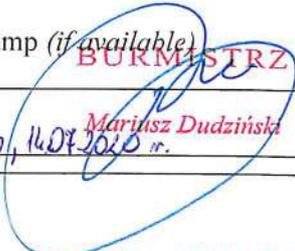
Annex 4 – Project reporting schedule.

§ 8

ADDRESSES AND OTHER LEGAL INFORMATION ABOUT THE PARTIES OF THE SUBSIDY CONTRACT

MANAGING AUTHORITY

LEAD BENEFICIARY

<p>Ministry of the Interior of Republic of Lithuania</p> <p>Šventaragio st. 2, LT 01510 Vilnius Phone: +370 5 271 71 54 Fax: +370 5 271 85 51 E-mail: bendrasisd@vrm.lt Institution code: 188601464 VAT payer code: LT886014610 Bank: Luminor Bank AS Bank code: 40100 Account number: LT054010051004906954</p> <p></p> <p>Name Valdemar Urban Title Chancellor Signature and stamp (if available) Place, date 2020/08/14</p>	<p>Tykocin Commune</p> <p>11 Listopada st. 8, 16-080 Tykocin Phone: +48 85 718 16 27 Fax: +48 85 686 93 12 E-mail: sekretariat@umtykocin.pl Institution code: 9661773554 VAT payer code: 9661773554 Bank: Bank Spółdzielczy w Białymstoku Oddział w Tykocinie Bank code: 80600004 SWIFT code: GBWCPLPP Account number: PL43806000040710014320000240</p> <p>Name Mariusz Dudziński Title Mayor Signature and stamp (if available) Place, date Tykocin, 16.07.2020 r.</p> <p></p>
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GMINA TYKOCIN
ul. 11 Listopada 8
16-080 Tykocin
NIP 966-17-73-554

Annex No. 1

Extract from

**THE MINUTES OF 7th MEETING
OF THE JOINT MONITORING COMMITTEE
OF INTERREG V-A LITHUANIA-POLAND COOPERATION PROGRAMME
3-4 March 2020
Druskininkai (Lithuania)
Chaired by Chairperson Ms. Deimantė Jankūnaitė,
representative of the Ministry of the Interior of the Republic of Lithuania**

Project No.	LT-PL-4R-284
Project title	Cross-border quest trails of heritage
SELECTED UNDER CONDITION(S)	
<ol style="list-style-type: none">1. Relevance for the project regarding the sustainable development and equal opportunities and non-discrimination principles should be marked as “neutral”.2. Information about understanding of lower accessibility to social services in description of equal opportunities and non-discrimination principle should be clarified. It seems not to be relevant for this project.3. It should be clarified in what way the planned renovation by B2 and replacement parts of fountain with plastic products is in line with sustainable development horizontal principle.4. Repetition about developing and translation of the AF in point II.6 should be clarified and corrected.5. Description of the output indicator 1.1.O.1 “<i>Number of heritage sites developed or adapted</i>” is incorrect – heritage sites (not places in general) should be indicated; justifying information should be submitted to prove those places to be heritage objects.6. Information about division between beneficiaries of indicator 1.1.O.3 should be verified to be in line with part II.4. of the AF.7. Set of kayaking equipment should be indicated as an output in part II.7.8. Investment and equipment outputs should be reflected in part II.7.9. The number of web publications which were mentioned in part <i>Project summary</i> should be reflected in part II.7.10. A map and a didactic pathway were mentioned in the description of activities, but they are not described anywhere else in the Application form nor reflected in part II.7. It should be corrected.	



11. In both descriptive and indicators part there are 2 events indicated, however, the budget for 3 events is calculated (separate sessions should be understood as separate events or relevant justifications should be provided). It should be clarified/corrected.
12. More detailed information regarding the indicator “Number of cross-border networks established” should be provided including the involvement of B2.
13. Information about description and division between beneficiaries of indicator Press articles and press releases should be verified and in line with II.10 of the AF.
14. Information about value, description and division between beneficiaries of indicator Stands, billboards, memory plates should be verified and in line with II.10 of the AF.
15. All changes to the indicators shall be applied to the relevant parts of the application and its Annexes (i.e. Annex No 1 to the Partnership agreement).
16. Information about planned active tourism alliance – Sustainable Active Tourism Network should be described more precisely. Please provide additional information about the scope, action plan and participants of the network.
17. Information about output in part IV *Action Plan* referring to activity 5 should be verified and adjusted to the other parts of the AF, especially II.4 and II.7.
18. Purchase of a set of kayaking equipment should be justified in the scope of project activities.
19. It should be clarified what does the banners mean (part II.7), while they are not described anywhere else in the Application form.
20. Information activity is planned not properly – it should be finished before the closure activity.
21. There is no information given about the maintenance of the planned network, it is not described who from the beneficiaries will be responsible for preparation and further operation. It should be clarified.
22. It should be explained if the planned quest game is only for one time, or long-lasting; if yes, who will be responsible for maintaining it and how in the future.
23. In *Detailed project budget*, the amounts of category 1 *Staff costs* and category 2 *Office administrative expenditure* are incorrectly calculated for beneficiary 2; the total amounts for those categories are incorrect consequently. It should be corrected.
24. Budget line 4.6 – according to activities and the budget, the lead beneficiary is not purchasing equipment, therefore this amount is not applicable and should be deleted.
25. Additional justification and clarifications should be provided regarding the budget lines 4.10-4.11 – the planned expenditures should be compared and unified with activities and indicators foreseen in the AF.
26. Please provide additional information about expenditures in budget lines 4.12-4.15 regarding the participants. It should be indicated where the events will be organized. Please be reminded not to accommodate participants of relevant beneficiary in their place of living.
27. Budget line 4.16-4.18 – costs for website development, content edition and translation should be clarified and justified.
28. Budget line 4.19-4.20 – costs for preparation of scenario should be clarified and justified.
29. Budget line 4.21-4.22 – costs for development of the apps should be clarified and



- justified.
30. Budget line 4.23 – costs for technical supervision should be clarified and justified.
 31. Division of costs between LB and B2 in part III.2 of the AF should be verified and corrected to be in line with *Detailed project budget*.
 32. In part VI. *Project budget* category 4 – calculation of costs for services by each beneficiary is incorrect according to the *Detailed project budget* and should be corrected.
 33. In part VI. *Project budget*, the amounts of staff costs and office administrative expenditure are incorrectly calculated for beneficiary 2; the total amount for those categories is incorrect consequently. It should be corrected.
 34. Total amount of the project budget should be corrected.
 35. The accumulated amount in part V. *Payment plan* does not match the indicated total project budget in other parts of AF and *Detailed project budget*. It should be corrected.
 36. Relevant document which confirms that the LB has a resources to ensure funds to implement the project should be submitted.
 37. As flat rate was chosen by the project for staff costs and office and administration expenditure calculation, it is recommended to have such reflection in the detailed budget of the project:
 - For staff costs – to indicate “Flat rate” as unit, in case of number of units – 0,1 and in case of unit rate the sum of budget categories 3 – 6 for particular beneficiary should be indicated;
 - For office and administration costs – to indicate “Flat rate” as unit, in case of number of units – 0,15 and in case of unit rate the amount foreseen for staff costs for particular beneficiary should be indicated.

Chairperson of the meeting

Deimantė Jankūnaitė

Secretary of the meeting

Ieva Ūsaitė-Redikienė

Secretary of the meeting

Krzysztof Szpakowski

The copy is true

Director of the JTS
Auksė Bernadišienė



Annex No. 2

Interreg Lietuva-Polska



European Regional Development Fund

APPLICATION FORM

(Interreg V-A) Lithuania-Poland cooperation Programme

The filled in Application Form should be submitted to:
Joint Technical Secretariat
Konstitucijos pr. 7, LT-09308 Vilnius, Lithuania
Tel.: +370 5 261 0477
Fax: +370 5 261 0498
E-mail: info@lietuva-polska.eu

Title of the project: (Max 100 characters)

CROSS-BORDER QUEST TRAILS OF HERITAGE

Project acronym (optional):

Project title in national languages - Lietuviškai (Max 100 characters)

IEŠKOMI PASIENIO PAVELDO MARŠRUTAI

Project title in national languages - Po polsku (Max 100 characters)

TRANSGRANICZNE SZLAKI POSZUKIWANIA DZIEDZICTWA

Project summary - English

Not more than 1.500 characters with spaces - actual number 775

Overall objective

Increase of touristic attractiveness of Polish – Lithuanian borderland as the heritage tourism destination.

Activities:

Project Management
 Development of cross-border heritage sites
 Development of the "Heritage Quest Trails" - heritage tourism product
 Networking for cross-border heritage governance
 Information and publicity
 Closure activity

Outputs:

2 partners involved in Project management; 5 persons of the Project Staff; 4 supported cultural heritage related objects, 2 new tourism products - the quest games.; 3 workshops, 1 established Network; 48 participants of project's activities; 1 website, 2 articles, 2 web publications

Project Beneficiaries:

Tykocin Commune, Lazdijai district municipality administration

Project Budget: 738771,05 EUR

Project summary - Lietuviškai

Not more than 1.500 characters with spaces - actual number 778

Projekto tikslas

Padidinti Lenkijos-Lietuvos pasienio, kaip paveldo turizmo traukos taško, patrauklumą

Veiklos:

Projekto administravimas
 Pasienio paveldo teritorijų plėtra
 Pasienio paveldo maršrutų – turizmo paveldo produkto plėtra
 Pasienio paveldo savivaldybių bendradarbiavimas
 Informavimas ir viešinimas
 Baigiamoji veikla

Rezultatai:

2 partneriai dalyvaujantys projekto įgyvendinime; 5 projekto komandos atstovai; 4 sutvarkyti kultūros paveldo objektai; 2 nauji turizmo produktai – ieškojimo žaidimai; 3 darbo grupės, 1 bendradarbiavimo tinklas; 48 dalyviai dalyvavę projekto veiklose; 1 internetinė svetainė; 2 straipsniai, 2 informaciniai pranešimai

Projekto partneriai:

Tykocin savivaldybė, Lazdijų rajono savivaldybės administracija

Projekto biudžetas: 738771,05 EUR

Project summary - Po polsku

Not more than 1.500 characters with spaces - actual number 779

Ogólny cel:

Wzrost atrakcyjności turystycznej pogranicza polsko-litewskiego jako destynacji turystyki dziedzictwa.

Działania:

Zarządzanie projektem
 Rozwój transgranicznych obiektów dziedzictwa kulturowego
 Rozwój "Szlaków poszukiwawczych dziedzictwa" - produkt turystyczny związany z dziedzictwem kulturowym
 Tworzenie sieci na rzecz transgranicznego zarządzania dziedzictwem kulturowym
 Działania informacyjne i promocyjne
 Zamknięcie projektu

Efekty:

2 partnerów zaangażowanych w zarządzanie Projektem; 5 osób personelu Projektu; 4 wsparte obiekty dziedzictwa kulturowego; 3 warsztaty, 1 utworzona sieć współpracy; 48 uczestników; 1 strona www, 2 artykuły, 2 publikacje internetowe,

Beneficjenci projektu: GminaTykocin, Samorząd rejonu LazdijaiBudżet projektu: 738771,05 EUR

I. BASIC INFORMATION

I.1. Value of the project

	Total	%
Total cost of the project	738 771,05	100,00%
Total ERDF support	627 955,38	85,00%
Total beneficiaries contribution	110 815,67	15,00%

I.2. Project beneficiaries

Lead beneficiary institution	English:	Tykocin Commune		
	Lietuviškai:	Tykocin savivaldybė		
	Po polsku:	Gmina Tykocin		
Country	Poland			
County/Voivodeship	Podlaskie Voivodeship			
Municipality/Powiat	Białostocki			
Commune	Tykocin			
Legal form	local authority			
Detailed information	Enterprise code	9661773554		
	Address	11 Listopada Str. 8		
	Postal code	16-080	City	Tykocin
	Tel. No.	+48 85 718 16 27	Fax No.	+48 85 686 93 12
	Institution e-mail	sekretariat@umtykocin.pl		
VAT	Entitled to VAT	is not entitled	VAT payer No.	9661773554
Organization Procurement Status (applicable only for Lithuanian Beneficiary)				
Person authorized to sign the documents	Name	Mariusz	Surname	Dudziński
	Position in Lead Beneficiary institution	Mayor		
Contact person	Name	Karolina	Surname	Rojecka
	Position in Lead Beneficiary institution	Junior Inspector		
	Address	11 Listopada Str. 8		
	Postal code	16-080	City	Tykocin
			Country	Poland
	Tel. No.	+48 85 718 16 27	Mobil.tel.No.	+48 507019025
	Fax. No.	+48 85 686 93 12		
e-mail	karolina.rojecka@umtykocin.pl			



Beneficiary 2 institution	English:	Lazdijai district municipality administration
	Lietuviškai:	Lazdiju rajono savivaldybes administracija
	Po polsku:	Samorząd rejonu Lazdijai
Legal form	Budgetary institution	
Country	Lithuania	
County/Voivodeship	Alytus County	
Municipality/Powiat	Lazdijai district	

Beneficiary 3 institution	English:	
	Lietuviškai:	
	Po polsku:	
Legal form		
Country		
County/Voivodeship		
Municipality/Powiat		
Commune		

Beneficiary 4 institution	English:	
	Lietuviškai:	
	Po polsku:	
Legal form		
Country		
County/Voivodeship		
Municipality/Powiat		
Commune		

Beneficiary 5 institution	English:	
	Lietuviškai:	
	Po polsku:	
Legal form		
Country		
County/Voivodeship		
Municipality/Powiat		
Commune		



Beneficiary 6 institution	English:	
	Lietuviškai:	
	Po polsku:	
Legal form		
Country		
County/Voivodeship		
Municipality/Powiat		
Commune		

I.3. Programme priority and specific objective

1. Preserving and protecting the environment and promoting resource efficiency	∨
1.1 To increase the sustainable use of natural and cultural heritage for tourism in the cross-border area	∨

I.4. Project timing

Expected start date of the project activities	2020-09-01
Project duration (in months)	24



II. DETAILED PROJECT DESCRIPTION

II.1. Project location

Programme territory		Out of Programme territory
<input checked="" type="checkbox"/> Alytus county <input type="checkbox"/> Marijampolė county <input type="checkbox"/> Kaunas county <input type="checkbox"/> Tauragė county <input type="checkbox"/> Vilnius (except for City of Vilnius) county	<input type="checkbox"/> Etcki subregion <input type="checkbox"/> Suwalski subregion <input checked="" type="checkbox"/> Bialostocki subregion	

II.2. Justification of the project

Not more than 5.000 characters with spaces - actual number 4382

Lithuanian/Polish cross-border regions has a great potential for development urban and rural tourism' rich cultural traditions, peculiarities of nature, development of traditional crafts, favorable conditions, for cognitive tourism and a distinctive feature of the borderland inhabitants - hospitality

There are many factors of development of cross-border cooperation in Lithuanian – Polish border area:

- historical – meaning that the shape of today's borderland is a result of common cultural heritage which is often the base of local communities for cross-border cooperation
- political – where cross-border cooperation is a very important stabilizing and creating the development and neighbourly cooperation factor is an important factor in the process of European integration,
- economic – promoting economic activation of border regions and equal development opportunities,
- social – where the aim is to establish social contacts, breaking barriers and mutual prejudices, better understanding, building bridges between the inhabitants of neighbouring territories

There is no doubt that culture of the borderland is a bridge for integration of local communities. It is worth noting that the promotion of common cultural and historical heritage of Poland and Lithuania, which draws attention of the projects' partners, is also important. Culture has significant relevance as catalyst for innovation not only in various sectors of economy but also with regard to issues of social relevance and societal challenges such as sustainable development. Lithuanian – Polish borderland has an outstandingly diverse and attractive common cultural and natural heritage of great value.

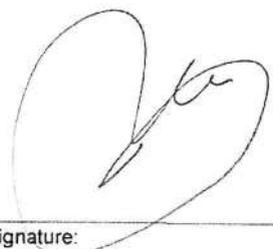
The common cultural heritage of the region reminds of shared past and history. It is a valuable asset in respect of sense of belonging, citizen's attachment to environment, cultural identity and, of course, of touristic attractivity. Moreover, culture, the arts and the regionally linked cultural heritage are a source of shared values. Borderland zone has a rich tangible and intangible cultural heritage that provides development advantages not only for tourism, but also for local communities living in the area.

Making the most of these regional characteristics and potential will increase attractiveness of the region reflected in higher numbers of tourists and longer length of their stay in the cross-border area, and resulting higher demand for goods and services of different economic sectors.

Tykocin Municipality and Lazdijai Municipality share the distinguish Lithuanian – Polish borderland history. After a long time still a lot of similarities can be found in the customs, traditions, trades and all cultural heritage on the both sides of border. But with the flow of time old traditional arts, habits, customs and traditional music, if not nurtured, can be forgotten, in order to strengthen the present connections and enter into new relationships,

In that meaning strengthening the cultural identity of the cross-border region is an important factor for the cohesion of the region but intangible. Project activities are made to present the diversity, quality and attractiveness of cross-border area heritage in its variety and complexity. Fostering cultural exchange and cooperation shall serve the cultural sector in itself and at the same time help promoting the borderland as a rich and attractive cultural region. Joint presentation of cultural highlights during the Project events will improve the international awareness of the region's cultural profile and offerings.

On the other hand that potential does not pay with significant tourism flow. The main characteristics of cross-border tourism are: short average stay of the tourists in Project area; low competitiveness and the basic nature of local tourist services, lack of "crossing border" tourism products. There is no common promotion or branding policy and very weak cooperation links between borderland partners in the framework of creating joint and coherent vision of the cross-border tourism development. That requires new – integrated attitude towards the issue of cross-border tourist development considering peculiarity of the area, its accessibility, cross-border partnership relations and existing level of backwardness within the range of quality of tourist infrastructure and cultural heritage.



II.3. Objectives of the project

Not more than 5.000 characters with spaces - actual number 4226

Overall objective:

Increase of touristic attractiveness of Polish – Lithuanian borderland as the heritage tourism destination.

Specific objectives:

- Development of infrastructure strengthening the touristic attractiveness of borderland's heritage
- Raising awareness of borderland's heritage
- Creation of the new tourism products – the quest games
- Strengthening the capacity of the cross-border heritage tourism institutions
- Enhancement of the cross-border cooperation links within the tourism sector

The main target groups of the Project are local governments of the borderland, cultural institutions, tourism operators and local communities from both sides of the border, and of course visitors and tourists who are welcome.

The Project through a joint action of Lithuanian and Polish partners in the framework of maintaining and developing borderland's heritage builds the capacity and potential to attract and increase the number of tourists visiting cross-border area.

The development of tourist infrastructure and the entire tourism sector in the borderland areas, has direct impact on the growth of their competitiveness and helps to obtain better living conditions and integration of borderland areas, the project creates basis to develop cross – border cooperation.

Appearing as a result of the project, improved cultural and historical heritage sites and infrastructure will be connected with tourist movement service, and its locations will be the places where cultural, entertainment and spectacular events of cross – border range will take place. External economic effects connected with the development of heritage tourism infrastructure, the growth of tourist number and bearing costs on the borderland areas will positively stimulate the local economy and will make a contribution to a constant growth of an economic base of the borderland.

The general concept is to attract more tourists through development of heritage sites, creation of a new transboundary heritage tourism products (the quest games), to reveal cultural diversity and show borderlands wonderful nature and places of interest. The project is important as it is connected with the entire progress of Lithuanian/Polish cross-border regions: promote attraction of investment into the regions, make more popular the cross-border regions among local and foreign visitors. The project will help to increase cultural and tourism markets, advertise Lithuanian/Polish cross-border regions with their rich ethnic cultural and historical heritage and cultural diversity, unique and highly tourist attractive heritage sites, excellent natural environment and scenery.

Project develops an efficient framework for cross-border integration and cooperation between Polish and Lithuanian cultural policy bodies with a view to develop synergies, joining forces and avoiding duplication of activities. Joined forces of borderland cultural and tourism actors will strengthen cultural cooperation, foster regional development and contribute to social cohesion.

New cultural route theme is common for Poland and Lithuania and brings forward opportunities for renewed cultural and educational exchange and aims at developing new touristic products and events within sustainable development scope.

The Partners will take stock of changing practices, methods and techniques in the interpretation, communication and dissemination of the cultural heritage. Established Cross-border Cultural Heritage Network will be a platform of interaction and economic exchange based on culture and creativity, incorporating principles of sustainability, fairness and inclusion, based on wide stakeholder partnerships which are rooted in solid institutional frameworks that stimulate regional socio-economic development.

The Network will act as a broker for the created tourism products – the heritage quest games, and joint Partners' actions will reveal the full richness of the regional cultural phenomena and would increase the competitiveness of the tourism market in the region as a whole.

Collaboration across the border is necessary in this project implementation, because it allows people across the border to share their experience, life story and interests.



II.4. Activities of the project

Not more than 5.000 characters with spaces - actual number 4989

1. Project management – as described in part II.12

2. Development of cross-border heritage sites

In order to develop cross-border heritage sites there will be 2 actions carried out:

To improve present conditions of the tourist attractions of the historic Tykocin City (LB) there will be constructed a didactic pathway by the Narew River in Tykocin. The scope of investment is:

- construction of a didactic path with a surface made of stone cubes
- constr. of communication links
- constr. of a wooden-steel bridge - footbridge
- track lighting - 24 solar lamps
- install. of stylish benches with wooden backrests and cast iron legs - 20 pcs
- assembly of metal waste bins - 20 pcs
- install. of educational and information boards - 14 pcs.
- space arrangement (greenery) by the Narew River

B2 will carry out renovation works in heritage objects in Veisiejai ir Meteliai: renew of the fountain and works on replacement of the wooden part of the marina with roof, observation deck and pier at the fountain (frame plus terrace deck) by plastic products. Also B2 will purchase set of kayaking equipment 1 standard kayak, 1 transparent two-seater family kayak, 3 paddles, 2 vests, 2 casters form moving the kayaks.

3. Development of the "Heritage Quest Trails" - heritage tourism product

The activity focuses on developing capabilities and competencies of the Partner organizations in the framework of joint actions aimed at preservation and promotion of the cross-border cultural heritage.

During 2 joint sessions of Heritage Tourism Product Development Workshop for one group of 16 persons (LB-8/B2-8) from culture heritage sector will work together to identify, analyze the potential and – finally - to develop the concept of the first cultural route across the Lt-PL borderland – heritage quest trail. One session will be organized by LB, and second by B2.

The value added of activity will be creation and release of the heritage quest games. The heritage quest trails will be tracked and marked with a map and/or written directions. The heritage quest trail will lead the participants through a diverse landscapes of the frontier area. The players/tourists will follow it, guided by the information contained in the hints. Next stops/checkpoints on the trail will be found by the participants by solving puzzles or by performing specific tasks. At the end of the route, the participants will receive a "treasure" - a prize. The essence of the game is to visit in a specific order a number of places along the distance max. 5 km, scan them QR codes (or log in using GPS coordinates), collect points and perform specific tasks of cultural heritage education matter. QR codes will be located in places of special heritage value. At the same time the participants of the game will have the opportunity to learn more about the cultural heritage of the game location.

Each of the partners will prepare one quest game. The exact tracks, scenarios and contents of the mentioned quest games will be developed with the emphasis put on strengthening the infrastructure constructed within the Project

4. Networking for cross-border culture heritage governance

The aim of the action is fostering cross-border cooperation in order to operationalize the tourism development policy and building up the institutional framework and capacity of borderland cultural heritage tourism development. That will be emphasized through the establishing the new cross-border culture heritage development alliance - Cross-border Cultural Heritage Network. Which will be established during the "Cross-border Cultural Heritage Governance Workshop" - 3-day workshop for the group of 16 representatives of borderland institutions (LB-8/B2-8). The participants will be provided with the best practices of cultural heritage promotion, preservation and protection. They will enhance their capacities for cooperation, joint programming and contribution to transboundary policies of culture heritage development

The Network will act as a broker for the created tourism product Heritage Quest Trails and will design, develop and launch a special interactive and social networking website - a tool for e-learning, webinars, exchange of experiences, know – how sharing within the emerging network and also promotion of the created quest games and heritage flagships of Polish – Lithuanian borderland. The website will allow to play the created quest games online using PC's or portable ITC devices being far away from the tracked trail.

5. Information and publicity – as described in the part II.10

6. Project closure

This activity is foreseen to be started exactly 3 months before the end date of the project and is designated for closure of the project and preparation of the final report. Until that phase all the project activities are about be completed and all outputs delivered. The Final progress report will be submitted to the proper authorities to demonstrate achievement of all project outputs and results.

II.5. Cross-border impact

Not more than 2.000 characters with spaces - actual number 1982

The purpose of the implementation of the project is to promote the principles of good neighbourship and equivalent social - economic development in Lithuanian/Polish borders regions. The project will make a positive influence on cross-border cooperation between government and cultural institutions, local communities, representatives of art groups. The development of cooperation between regions will promote initiatives, activities and creativity of local communities, will advertise cross-border regions among travelers, the abundance of events and their innovative forms will attract more spectators, thus increasing tourist flows and supplementing to social and economic development of the regions. The general aim is to attract more tourists through promotion of cultural heritage and enhancement of cultural heritage tourism. The project is important as it is connected with the entire progress of cross-border regions: promotes attraction of investment into the regions, makes the cross-border regions more popular among local and foreign visitors. The project will help to increase cultural and tourism markets, advertise frontier areas with their rich ethnic heritage and cultural diversity, unique and highly attractive tourist destination.

The direct cross-border impact comes from engagement of the Partners in the preparation and implementation of the project. The partners took advantage of their previous experiences from the successfully completed projects and actions and further they will share their knowledge during the implementation of the Project. Gained experience and the implementation of this project will strengthen partnerships between institutions and encourage further cooperation. Partners jointly outlined Project activities which will be carried out together or at least simultaneously. Project establishes solid, long-term cooperation structure/platform to act as catalyst for know-how transfer, knowledge and ideas sharing among the partners.

II.6. Ways of cooperation

Joint development of the project Relevant for the project Yes

Not more than 2.000 characters with spaces - actual number 953

Within the preparation phase there have been 2 meetings of the partners held. The subject of the meetings was to provide common analysis of the problems affecting border area with the identification of the measures to solve them. Partners together set the list of activities within the planned Project, divided responsibilities and estimated preliminary budget of the project.

During the project planning process Partners expressed and shared their ideas, knowledge, experience and jointly defined the scope of the project, terms of cooperation and responsibilities, and developed in close cooperation the Application Form and translated it into their own languages.

While filling in the application form, Partners had a lot of discussions about the project activities, events, the project implementation, assigned staff and distribution of responsibilities. Partners' employees and associates have frequently contacted each other by phone and e-mail.

Joint implementation Relevant for the project Yes

Not more than 2.000 characters with spaces - actual number 485

Each partner will perform the works and supplies planned at its own territory, while all of the partners will participate in the implementation of common activities e.g. trainings, workshops, events, publicity and partners' meetings. Each partner will contribute to the recruitment process of the participants of the events, which are expected to represent both countries. Achievement of the indicators has been divided between the Partners, but some of them will be achieved jointly.



Joint staffing

Relevant for the project

Yes

Not more than 2.000 characters with spaces - actual number 835

Project management structure involves in the project staff representatives of both Partners. Lead Partner will employ 3 persons (Project Manager, Project Assistant, Financial Specialist) Beneficiary 2 will employ 2 persons (Project coordinator, Financial Specialist). Project has staff with clearly divided tasks between beneficiaries. Lead beneficiary will hire Project Manager, who will be responsible for sound implementation of the whole project and for work of coordination group. Project staff of both beneficiaries will be cooperating in order to implement project properly, their responsibilities and tasks will not overlap functions. All major decisions regarding project implementation shall be made by coordination group.

Division of duties and responsibilities will be developed in more far part of this Application Form.

Joint financing

Relevant for the project

Yes

Not more than 2.000 characters with spaces - actual number 149

Each Partner will assure the funding of activities and measures, for which it is responsible. As stated in Partnership Agreement and project budget.



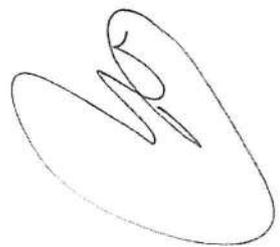
CROSS-BORDER QUEST TRAILS OF HERITAGE

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II.7. Project output and result indicators

ID	Result Indicators	Contribution	Description
1.1.R.1.	Number of tourists accommodated in the CP territory	Positive	Project through enhancement of cross-border culture heritage will impact the increase of tourists accommodated in cross-border area
2.1.R.1.	Share of newly established business entities in relation to the total number of registered business entities	Neutral	Project has no impact on that matter
2.2.R.1.	Registered unemployment rate	Neutral	Project has no impact on that matter
3.1.R.1.	People at risk of poverty or social exclusion	Neutral	Project has no impact on that matter
3.1.R.2.	Population perceiving an unmet need for health care	Neutral	Project has no impact on that matter
4.1.R.1.	Share of institutions benefiting from cross-border cooperation	Positive	Project involves 2 partners who will share their knowledge and experience during the implementation of designed activities

ID	Output Indicators	Value	Description	Division between beneficiaries
1.1.O.1.	Number of heritage sites developed or adapted	4	historic architectural layout City of Tykocin historical part of Veisiejai City, Park of fragments of Veisiejai manor homestead Meteljai lake	LB-1, B2 -3
1.1.O.2.	Number of joint tourism routes developed	2	2 Heritage Quest Trails - the quest games developed	LB-1, B2 -1
1.1.O.3.	No of natural and cultural heritage objects and related products promoted	4	historic architectural layout City of Tykocin historical part of Veisiejai City, Park of fragments of Veisiejai manor homestead Meteljai lake	LB-1, B2-3
2.1.O.1.	Number of new or upgraded joint (or promoting cooperation) services for business	n/a		



CROSS-BORDER QUEST TRAILS OF HERITAGE

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ID	Output Indicators	Value	Description	Division between beneficiaries
2.1.O.2.	Number of persons having participated in joint trainings and events	48	16 participants of "Heritage Tourism Product Development Workshop" - 2 sessions 16 participants of "Cross-border Cultural Heritage Governance Workshop"	Total value of participants, but not unique persons LB-24, B2-24
2.2.O.1.	Number of participants in joint local employment initiatives and joint training (common)	n/a	n/a	
2.2.O.2.	Number of participants in cross-border mobility initiatives (common)	n/a	n/a	
3.1.O.1.	Number of participants in projects promoting gender equality, equal opportunities and social inclusion across borders (common)	n/a	n/a	
3.1.O.2.	Number of NGOs involved in cross-border cooperation for combating poverty and social exclusion	n/a	n/a	
3.1.O.3.	Number of new or upgraded health care services and prevention programmes	n/a	n/a	
4.1.O.1.	Number of institutions involved in the cross border cooperation	2	1 partner from Poland, 1 partner from Lithuania	LB-1, B2-1
4.1.O.2.	Number of persons having participated in joint trainings or exchange of staff	48	16 participants of "Heritage Tourism Product Development Workshop" - 2 sessions 16 participants of "Cross-border Cultural Heritage Governance Workshop"	Total value of participants, but not unique persons LB-24, B2-24
No	Other Indicators	Value	Description	Division between beneficiaries
1	Number of organized joint events	3	2 sessions of "Heritage Tourism Product Development Workshop" 1 "Cross-border Cultural Heritage Governance Workshop"	LB-2, B2-1
2	Number of cross-border partnerships established	1	1 established Cross-border Cultural Heritage Network	LB-0.5, B2 - 0.5 LB and B2 will be jointly responsible for establishment of the Network.
3	Number of investment in cross-border tourism infrastructure	3	1 new didactical path created along the Narew River bank in historic City of Tykocin 1 investment in Weiszejai (modernized fountain and its observation decks and piers) 1 investment in Meteliai (2 piers)	LB-1, B2-2

CROSS-BORDER QUEST TRAILS OF HERITAGE

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No	Other Indicators	Value	Description	Division between beneficiaries
4	Number of sport/tourism equipment purchased	1	1 set of kayaking equipment purchased by B2	B2-1
5	Number of maps of quest games	2	1 map set within every quest game designed and released by each Beneficiary	LB-1, B2-1
	No	No of outputs	Description	Division between beneficiaries
Press articles and press releases	4	4	1 article per Beneficiary 2 web publications about the project	LB-1, B2 - 1 LB-1, B2-1
TV and radio broadcasting				
Leaflets, brochures and flyers				
Gadgets				
Newsletters				
Websites	1	1	1 Cross-border Cultural Heritage Network Website	LB-1,
Stands, billboards, memory plates	8	8	2 temporary billboards; 2 commemorative plaques; 2 posters A3 (min.) size, 2 banners roll up's	LB-1, B2 - 1; LB-1, B2 - 1; LB-1, B2 - 1; B2 - 1;

II.8. Horizontal principles

Sustainable development

Not more than 2.000 characters with spaces - actual number 1127

Relevant for the project

Neutral

The sustainable development principle is in general understood as achieving a balance between the economic, social and environment areas. The project is located in environmentally valuable areas. It focuses on promoting the borderland's natural and cultural heritage and strengthening tourist attractiveness of the borderland with the respect to environment.

However investments (works and supplies) are not aimed directly at environmental protection - during the preparation of technical design documentation there have been taken into account issues of environmental protection requirements and resource efficiency.

Investments on both sides of the cross-border region require no environmental impact assessment according to the local law. Investments on both sides of the cross-border will not affect the Nature 2000 area or external environment.

During the "soft" activities the aspects of sustainable development will be strongly emphasized and included in the agenda. During the project implementation Partners will use transportation wisely and prefer environmentally friendly transportation forms where possible.

Equal opportunities and non-discrimination

Not more than 2.000 characters with spaces - actual number 784

Relevant for the project

Neutral

The principle of equal opportunities implies that it is important that all groups in the society have equal access to the opportunities and benefits of the Project. Safeguarding equal opportunities is especially important with regard to the most vulnerable groups, namely children, youth, elderly, minorities, disabled and other disadvantaged groups.

Project has neutral impact on that principle, because its target group is population of the cross-border area in general. And its priorities are aimed at strengthening the touristic attractiveness of Polish – Lithuanian borderland as the heritage tourism destination.

Project Partners clearly declare their commitment to comply with national and EU law provisions, protecting equal opportunities and prohibiting discrimination.

Equality between men and women

Not more than 2.000 characters with spaces - actual number 689

Relevant for the project

Neutral

However Project activities are not directly aimed at implementation of the principle of equal treatment between men and women. Beneficiaries will follow that principle throughout all stages of Project implementation. During the Project implementation process the Partners ensure equal opportunities and equal treatment for men and women and will combat any form of discrimination on the grounds of gender.

In order to do that Project staff will be required to keep count of men and women taking part in the activities organized under every operation.

Project Partners clearly declare their commitment to comply with the national and the EU law provisions, guaranteeing gender equality.



II.9. Information regarding contribution to EU / national / regional strategies, including European Union Strategy for the Baltic Sea Region (EUSBSR)

Policy area/Horizontal action

Not more than 2.000 characters with spaces - actual number 655

Project shall contribute to EUSBSR

By investing in promotion and development of natural and cultural heritage and strengthening cultural identity of the cross-border area Project significantly contributes to European Union Strategy for the Baltic Sea Region and matches PA Culture - Culture & creative sectors and fulfills all set actions to undertake actions within that policy action.

Project contributes to Podlaskie Voivodship Development Strategy to year 2020 and its STRATEGIC OBJECTIVE 1. COMPETITIVE ECONOMY and its OPERATIONAL OBJECTIVE 1.4. SOCIAL CAPITAL AS A CATALYST PROCESSES DEVELOPMENT by drawing in the intervention direction "Effective use of the cultural potential"

II.10. Information and publicity measures

Not more than 3.000 characters with spaces - actual number 2111

All of the information and publicity measures will carry the described in the Programme Manual references to the EU and to the Interreg Va Lithuania-Poland 2014-2020 Programme. Target group: sectorial stakeholders, public authorities and local communities of the frontier area.

Means of the promotion:

1. Press release in regional newspaper (2 articles LB-1, B2-1) As a part of the Project promotion measures each Partner will publish information on commencement of realization of the Project in the local press The articles will present the Partners, provisions and expected results of the Project. During the Project realization articles will present progress of the Project realization.
2. Websites - web publications about the project (up-to-date information LB, B2). To promote the project Partners also use their websites that will be supplemented with the short project description including the project's aims and results and highlighting the received EU funding and current information on the project progress.
3. Billboards/commemorative plaques – according to infrastructure investment carried out within a project a temporary billboards (LB-1, B2-1) of significant size will be put up during the implementation of the infrastructure investment at the site of the operation. Not later than 3 months after completion of the project, the billboards will be replaced by a permanent explanatory plaques (LB-1, B2-1).
4. Labels on the purchased within the project equipment with stickers with the EU flag with the reference to the "European Union" and the Programme logo (B2-1 set.)
5. Posters (minimum size A3) informing about the project and the EU contribution will be displayed in the publicly visible place such as an entrance area of the buildings of partners headquarters (LB-1, B2-1)
6. Website dedicated to established cross-border network/partnership – the platform for communication within the network, exchange of experience, e-learning and dissemination of the Project 's outcomes. (LB-1)
7. Banners-roll up's (each per Beneficiary) to be placed in the venues of the events (LB-1, B2-1).

II.11. Sustainability (durability) of project results

Not more than 3.000 characters with spaces - actual number 2921

Project's sustainability leans on national regulations and Beneficiaries' competences and authorization to carry out the Project activities. All of the Partners already possess institutional structures enabling them to prepare, implement and maintain investment projects in effective and efficient way. The efficiency of designed infrastructure takes into account the needs of target groups as well as assures the optimum quality of delivered services.

The project is technically and operationally feasible, because its implementation system is leaning on national regulations and the best practices in range of construction works and equipment requirements for being developed infrastructure.

The institutional sustainability of the project will be assured with the Partners institutional abilities. They will become the owners of the improved infrastructure and purchased equipment, and exploitation of it will remain their own legal competences. The ownership of the project products will not be transferred to any other bodies. The partners administer the proper structures, procedures, equipment and staff to assure a proper maintenance of the project products in long-term perspective.

Financial sustainability will be ensured by allocating adequate resources for developed infrastructure maintenance in the Partners annual expenditure plans. Measures to maintain project products do not constitute any significant burden on the budgets of partners, what ensures the financial sustainability of the project.

The environmental sustainability will be ensured with the characteristics of the project products and the fact that they do not affect negatively environment. Chosen technology of construction and supplies will not cause any extra pollutions or environmental threats. However the results of the non-infrastructure activities will have positive influence on environment in a context of promotion of the conception of sustainable development in borderland region.

Political sustainability. Both states have their national policies related to the project matter. The Partners have the will and possess necessary potential and resources that guarantee continuation and development of the established cooperation. Project establishes the framework for future joint actions. Cooperation links set during the joint preparation and project implementation will pay off in future with a new ideas and new joint initiatives strengthening cross-border cooperation and welfare of the frontier area.

All partners as public authorities will be responsible for the continuation of the activities initiated by the project implementation: for further investments into development of infrastructure, for supervision and maintenance of developed objects, for organization of the created cross-border

II.12. Management of the project

Not more than 3.000 characters with spaces - actual number 2790

The project will be managed in partnership approach using Project Cycle Management method and with clear understanding of the Project objectives, activities and responsibilities. Project implementation system is based on existing institutional and financial potential of the Partners. Partners have full legal authorization and administrative capacities, such as sufficient technical expertise and experience in implementation of operations of similar theme.

The Project Team will include the following positions:

Project Manager (LB)- general management of the Project, its control, distribution of tasks, coordination of actions, communication with relevant authorities, Project planning and updating of the activities schedule.

Project Assistant (LB) - organization of public procurement in Poland, cooperation with services providers and contractors, publicizing of the Project at the territory of Poland, and preparation of reports.

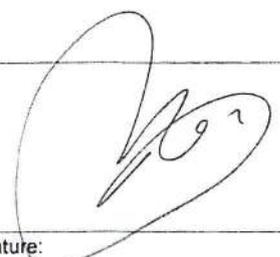
Financial specialist (LB)- financial management of the Project, accounting, preparation of payment claims, preparation of financial reports.

B2 will assign:

Project Coordinator - coordination and control of the activities assigned to Beneficiary, tendering, contracting and receipt of works, supplies and services, preparation of progress reports, publicizing of the Project, maintenance of relations with the Partners.

Financial specialist - accounting, preparation of financial reports, financial management of the Lithuanian part of the Project.

Project coordinators will arrange tasks for their teams and will be responsible for public purchases, communication with target groups and stakeholders, contractors and technical supervisors. They will communicate personally by phone, e-mail, on-line communicators and during the Project team meetings. Current Project issues, on-going evaluation (finance, risk management, communication, quantity and quality of outcomes), solving common and/or individual questions and other implementation matters will be the subject of project team meetings. Stage of the project, sharing experience, problems at each partner's side and other implementation issues, what will be discussed during every meeting. Delivery of necessary documents to the Lead Partner will also be organized during the meetings. Exact dates of meetings will be arranged several weeks in advance, depending on hot spots on that. Project manager from the Lead partner's side will also be responsible for communicating with JTS. Project financial specialist will be responsible for all project financial documentation, contracts and payments for contractors. Project financial specialist from lead partner's side will also be responsible for preparation and delivery of requests of payment and project Implementation reports to JTS.



II.13. Experience of beneficiaries in the field of EU funded or other international projects

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LB's expertise:

Podlaskie Voivodship Regional Development Programme 2014-2020 - WND.RPPD.03.01.00-20-023/8 - "Construction of sports and tourist infrastructure in Tykocin, Tykocin commune - football stadium with a team of pitches".

Podlaskie Voivodship Regional Development Programme 2014-2020 - WND.RPPD.06.01.00-20-013/8 „Development of educational infrastructure in Tykocin Municipality”

Podlaskie Voivodship Regional Development Programme 2014-2020 - WND-RPPD.08.06.00-20-0209/18 "Renovation of the 18th century Economic Residence with land development in Tykocin

Operational Programme Human Capital 2007-2013 WND-RPPD.09.01.02-20-975 /14 „Towards the future”
Rural Development Programme „Development of recreational infrastructure in Tykocin commune - construction of pitches in Siekierki village'

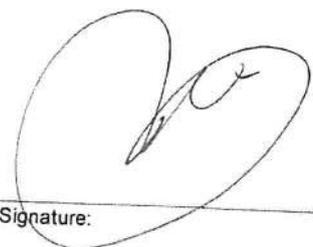
B2's expertise:

Cross border cooperation program Lithuania-Poland 2007-2013 LT-PL-2S-126 Tourist trail-touring the key to cross border exchange of experience

Cross border cooperation program Lithuania-Poland 2007-2013 LT-PL/100 Cross-border roads for future cooperation between Punks, Suwałki, Krasnopol communities and Lazdijai district municipality

Lithuanian cohesion fostering action program for period 2007 -2013 - VP3-1,2-VRM-01 -R-11 -008 Complex improvement of urban infrastructure and living environment in Veisiejai, Seirijai and Krosna

2014-2020 European Union investment in Lithuania - 05.4.1 -LVPA-R-821 -11 -0001 Tourism routes information infrastructure development in Lazdijai, Varena district and Druskininkai municipalities



III. PROJECT COSTS

III.1. Value of the project	Total	%
Total cost of the project	738 771,05	100,00%
Total costs out of programme territory		0,00%
Total ERDF support	627 955,38	85,00%
Total beneficiaries contribution	110 815,67	15,00%
Total costs for categories Equipment expenditure" and „Infrastructure and works"	607 073,22	82,17%

III.2 Project costs by Beneficiaries

	Total eligible costs		ERDF support	Beneficiaries contribution		
	Total	Main programme territory		Out of programme territory	Total	Public
Tykocin Commune	568 533,84	568 533,84	483 253,76	85 280,08	85 280,08	
Lazdijai district municipality administration	170 237,21	170 237,21	144 701,62	25 535,59	25 535,59	
Total	738 771,05	738 771,05	627 955,38	110 815,67	110 815,67	



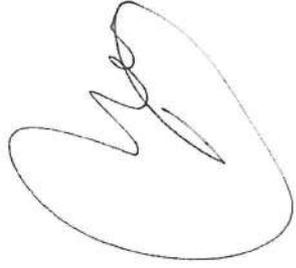
CROSS-BORDER QUEST TRAILS OF HERITAGE

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III.3. Project revenues Relevance No

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Project will not generate any revenues

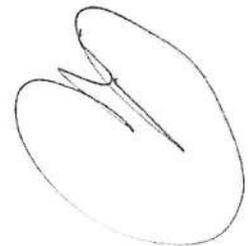


IV. ACTION PLAN

Activity	Beneficiaries involved	Output	Duration of the project																							
			Year I												Year II											
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
1	LB, B2	2 partners involved, 5 pers. of Project team	<input checked="" type="checkbox"/>																							
2	LB, B2	4 heritage objects modernized	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
3	LB, B2	2 workshops, 2 quest games released	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
4	LB, B2	1 workshop, 1 network established, 1 website	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					
5	LB, B2	2 articles, 2 web publications, 2 billboards; 2 commemorative plaques; 2 posters 2 banners/roll ups	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
6	LB	1 Final Report - LB	<input type="checkbox"/>	<input checked="" type="checkbox"/>																						
7			<input type="checkbox"/>																							
8			<input type="checkbox"/>																							

V. PAYMENT PLAN in total, EUR

Forecast payments	2020	2021	2022
	100 000	356 200	282 571,05



VI. PROJECT BUDGET

CROSS-BORDER QUEST TRAILS OF HERITAGE

Category of expenditure	Total eligible costs in EUR	Project beneficiary
TOTAL PROJECT COSTS	738 771,05	
1. Staff costs	66 078,12	
Staff costs LB (flat rate)	50 810,21	Tykocin Commune
Staff costs B2 (flat rate)	15 267,91	Lazdijai district municipality administration
2. Office and administrative expenditure	9 911,71	
Office costs LB (flat rate)	7 621,53	Tykocin Commune
Office costs B2 (flat rate)	2 290,18	Lazdijai district municipality administration



3. Travel and accommodation costs		2 520,00	
Travel costs		1 400,00	Tykocin Commune
Travel costs		1 120,00	Lazdijai district municipality administration
4. External expertise and services costs		51 188,00	
Services		34 038,00	Tykocin Commune
Services		17 150,00	Lazdijai district municipality administration

CROSS-BORDER QUEST TRAILS OF HERITAGE

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5. Equipment expenditure	1 901,00	Tykocin Commune
Cost of purchasing the equipment	1 901,00	Lazdijai district municipality administration
6. Infrastructure and works	605 172,22	
Costs of investment works	472 664,10	Tykocin Commune
Cost of investment works	132 508,12	Lazdijai district municipality administration
7. Preparation costs	2 000,00	

VII. PROJECT BENEFICIARIES

Beneficiary 2 institution	English:	Lazdijai district municipality administration		
	Lietuviškai:	Lazdiju rajono savivaldybes administracija		
	Po polsku:	Samorząd rejonu Lazdijai		
Legal form	Budgetary institution			
Country	Lithuania			
County/Voivodeship	Alytus County			
Municipality/Powiat	Lazdijai district			
Detailed information	Enterprise code	188714992		
	Address	Vilniaus street 1		
	Postal code	67106	City	Lazdijai
	Tel. No.	37031866108	Fax No.	37031851351
	Institution e-mail	info@lazdijai.lt		
VAT	Entitled to VAT	is not entitled	VAT payer No.	188714992
Organization Procurement Status (applicable only for Lithuanian beneficiary)	Purchasing organization according to the Lithuanian public procurement law			
Person authorized to sign the documents	Name	Ilona	Surname	Šaparauskienė
	Position in beneficiary 2 institution	Director of administration		
Contact person	Name	Sonata	Surname	Dumbliauskienė
	Position in beneficiary 2 institution	Director of administration		
	Address	Vilniaus street 1		
	Postal code	67106	City	Lazdijai
			Country	Lithuania
	Tel. No.	37031866127	Mobil.tel.No.	37068880649
	Fax. No.	37031851351		
e-mail	sonata.dumbliauskiene@lazdijai.lt			



VIII. DECLARATION OF THE LEAD BENEFICIARY

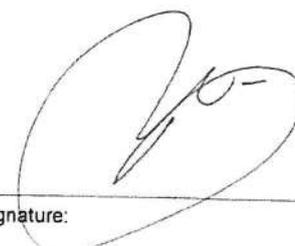
Project title:

CROSS-BORDER QUEST TRAILS OF HERITAGE

In the event of approval of the above mentioned project applying for assistance from the (Interreg V-A) Lithuania - Poland cooperation Programme I hereby certify that the Tykocin Commune, listed as Lead beneficiary in Field I.1 of the Application form will have amount of 568533,84 EUR for project implementation and out of this will provide the amount of 85280,08 EUR as beneficiary contribution to the (Interreg V-A) Lithuania - Poland cooperation Programme project budget.

I, the undersigned, also confirm that

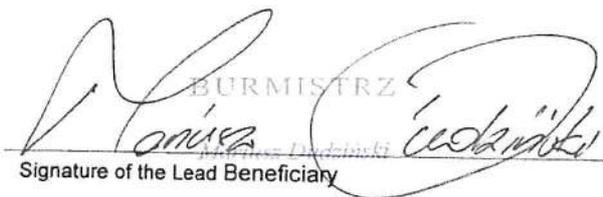
1. the information submitted in this application and its attachments is true;
2. submitting the application I am acquainted with all the requirements and restrictions regarding support granted, and aware of the responsibility and consequences if these requirements are not observed;
3. the project indicated in this application will be taken into life in the way indicated in this application and its annexes;
4. the project is in conformity with national and EU legislation and policies (i.e. in relation with: environmental protection; equal opportunities and non-discrimination; equality between men and woman);
5. all the beneficiaries participating in the (Interreg V-A) Lithuania - Poland cooperation Programme project comply with the requirements to eligible beneficiaries described in the Programme Manual;
6. all beneficiaries listed in Annex I to the Application Form are aware of the information presented in the application form and activities of the project and are committed to taking part in the project's activities;
7. I am aware that the lead beneficiary is directly responsible for the overall project and for the effective administration of the support granted;
8. the requested support is necessary to implement the project;
9. the project expenditures neither in whole, nor in part, has or will be double-financed from any other financial instrument (e.g. EU, international, national or regional). A double financing should be understood as the situation in which the same expenses, which will be financed from the grant received under the project has already been either financed from a loan or from a commercial loan obtained through a guarantee / guarantee from the Structural Funds, and the total amount of eligible expenditure submitted for support will exceed 100% of the eligible expenditure of the project;
10. no financial instruments have been used as advance financing of expenditures under the project;
11. the support received under the project will not be used for repayment of support received from financial instruments;
12. I will perform regular monitoring of project in order to ensure implementation of the project as stated in the application form and durability of the results within 5 (five) years after receiving final payment,;
13. I will inform the Managing Authority and other institutions responsible for programme implementation (via Joint Secretariat) about all the changes or deviations in project implementation;
14. I agree that the project should be regularly monitored and checked and that authorised representatives from the EC, European Court of Auditors, Managing Authority, Joint Secretariat and other Programme institutions should perform various revisions and checks on spot related with project;
15. I undertake the obligation to keep all the documents related to the project at least 5 (five) year after the receiving the final payment;
16. I undertake to fulfil the requirements regarding information and publicity for support granted from EU;
17. upon the request of the Managing Authority, Joint Secretariat and other Programme institutions I agree to submit additional information (documents) allowing to evaluate intermediary or final project implementation reports;



VIII. DECLARATION OF THE LEAD BENEFICIARY

18. the project activities do not constitute State aid;
19. Tykocin Commune listed as lead beneficiary in the Field I.1. of the Application form, is not entitled to the recovery of VAT.

I agree that the application form, including annexes are classified as public documents and permit to publish the personal information (name, address, telephone, e-mail provided in this application of the project lead beneficiary, other beneficiaries and Project Co-ordinators) on the Internet webpage www.lietuva-polska.eu


BURMISTRZ
Mariusz Dudziński
Signature of the Lead Beneficiary

Mariusz Dudziński - Mayor
Name and title of the signatory

Tykocin 12/05/2020
Date and place

Official Stamp of the Lead Beneficiary

GMINA TYKOCIN
ul. 11 Listopada 8
16-080 Tykocin
NIP 966-17-73-554

IX. DECLARATION OF THE BENEFICIARY

Project title:

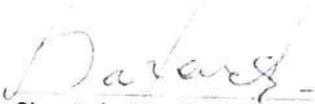
CROSS-BORDER QUEST TRAILS OF HERITAGE

In the event of approval of the above mentioned project applying for assistance from the (Interreg V-A) Lithuania - Poland cooperation Programme I hereby certify that the Lazdijai district municipality administration, listed as beneficiary No. 2 in Field I.1. of the Application form will have amount of 170237,21 EUR for project implementation and out of this will provide the amount of 25535,59 EUR as beneficiary contribution to the (Interreg V-A) Lithuania - Poland cooperation Programme project budget

I, the undersigned, also confirm that

1. the information submitted in this application and its attachments is true;
2. submitting the application I am acquainted with all the requirements and restrictions regarding support granted, and aware of the responsibility and consequences if these requirements are not observed;
3. my project part indicated in this application will be taken into life in the way indicated in this application and its annexes;
4. that my project part is in conformity with national and EU legislation and policies (i.e. in relation with: environmental protection; equal opportunities and non-discrimination; equality between men and woman);
5. I am aware of the information presented in the application form and activities of the project and I am committed to taking part in the project's activities;
6. the requested support is necessary to implement my project part;
7. my project part expenditures neither in whole, nor in part, has or will be double-financed from any other financial instrument (e.g. EU, international, national or regional). A double financing should be understood as the situation in which the same expenses, which will be financed from the grant received under the project has already been either financed from a loan or from a commercial loan obtained through a guarantee / guarantee from the Structural Funds, and the total amount of eligible expenditure submitted for support will exceed 100% of the eligible expenditure of the project;
8. no financial instruments have been used as advance financing of expenditures under the project;
9. the support received under the project will not be used for repayment of support received from financial instruments;
10. I will perform regular monitoring of my project part in order to ensure implementation of the project as stated in the application form and durability of the results within 5 (five) years after receiving final payment;
11. I will inform the Managing Authority and other institutions responsible for programme implementation (via Joint Secretariat) about all the changes or deviations in implementation of my project part;
12. I agree that the project should be regularly monitored and checked and that authorised representatives from the EC, European Court of Auditors, Managing Authority, Joint Secretariat and other Programme Institutions should perform various revisions and checks on spot related with project;
13. I undertake the obligation to keep all the documents related to the project at least 5 (five) year after the receiving the final payment;
14. I undertake to fulfil the requirements regarding information and publicity for support granted from EU;
15. upon the request of the Managing Authority, Joint Secretariat and other Programme institutions I agree to submit additional information (documents) allowing to evaluate intermediary or final project implementation reports.
16. Lazdijai district municipality administration listed as beneficiary No 2 in the Field I.1. of the Application form, is not entitled to the recovery of VAT.

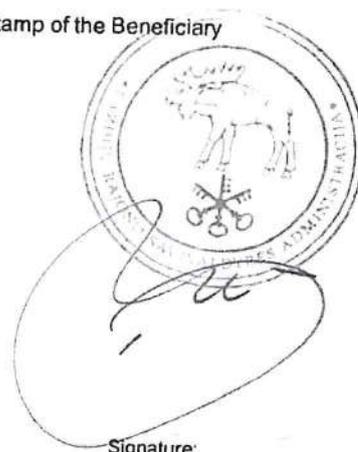
I agree that the application form, including annexes are classified as public documents and permit to publish the personal information (name, address, telephone, e-mail provided in this application of the project beneficiary) on the Internet webpage www.lietuva-polska.eu.


Signature of the Beneficiary

Ilona Šaparauskienė Director of administration
Name and title of the signatory

Lazdijai 12/05/2020
Date and place

Official Stamp of the Beneficiary



Signature:

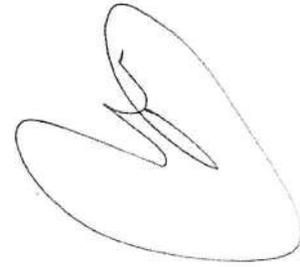
X. EXPERIENCE OF BENEFICIARIES IN THE EU CO-FINANCED OR OTHER INTERNATIONAL PROJECTS

EXPERIENCE IN THE EU FUNDED PROJECTS

Programme	Project No / Name	Relevant beneficiary	Responsibilities in the project
Cross border cooperation program Lithuania-Poland 2007-2013	LT-PL-2S-126 Tourist trail-touring the key to cross border exchange of experience	B2	Responsible for investments in small scale tourism infrastructure, soft activities, preparation of progress and consolidated reports, publicity
Cross border cooperation program Lithuania-Poland 2007-2013	LT-PL/100 Cross-border roads for future cooperation between Punks, Suwalki, Krasnopol communities and Lazdžiai district municipality	B2	Responsible for investments in small scale tourism infrastructure, soft activities, preparation of progress and consolidated reports, publicity
Podlaskie Voivodship Regional Development Programme 2014-2020	WND.RPPD.06.01.00-20-013/8 „Development of educational infrastructure in Tykocin Municipality”	LB	Full scope of Project's preparation and implementation: purchase of services, works and supplies
Operational Programme Human Capital 2007-2013	WND-RPPD.09.01.02-20-975 /14 „Towards the future”	LB	Full scope of Project's preparation and implementation: purchase of services and supplies

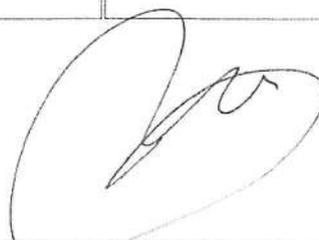
PROJECT LINKS TO OTHER PROJECTS FINANCED FROM EU OR OTHER PUBLIC SOURCES.

Programme	Project No / Name	Relevant beneficiary	Short description of the project
Lithuanian cohesion fostering action program for period 2007-2013	VP3-1,2-VRM-01 -R-11 -008 Complex improvement of urban infrastructure and living environment in Veisiejai, Serijai and Krosna	B2	Responsible for investments in public infrastructure, public procurements preparation of request for pay men publicity
2014-2020 European Union investment in Lithuania	05.4.1 -LVPA-R-821 -11 -0001 Tourism routes information infrastructure development in Lazdžiai, Varena district and Druskininkai municipalities	B2	Responsible for investments in public infrastructure, public procurements, preparation of request for payment, publicity
Podlaskie Voivodship Regional Development Programme 2014-2020	WND-RPPD.08.06.00-20-0209/18 "Renovation of the 18th century Economic Residence with land development in Tykocin	LB	Responsible for investments in public infrastructure, public procurements, preparation of request for payment, publicity
Podlaskie Voivodship Regional Development Programme 2014-2020	WND.RPPD.03.01.00-20-023/8 Construction of sports and tourist infrastructure in Tykocin, Tykocin commune - football stadium with a team	LB	Responsible for investments in public infrastructure, public procurements, preparation of request for payment, publicity



XII. ANNEXES

No.	Content of annex.	Attached	Comments
1.	Detailed project budget.	Yes	attached
2.	Copy of the certificate of registration of each beneficiary organization giving evidence that the organizations are registered as legal entities (for the Polish beneficiaries such document has to be issued by the National Court Register (Krajowy Rejestr Sądowy) not earlier than 3 months before the submission of the AF). <i>Not applicable to local and regional authorities.</i>	No	not applicable
3.	Copy of the actual complete statutes or articles of association of each beneficiary justifying that the status of the organization is non-profit making (<i>not applicable to local and regional authorities.</i>)	No	not applicable
4.	Signed Partnership Agreement with required annexes.	Yes	attached
5.	Authorization from the lead beneficiary organization that the person has the right to sign the Application Form (if the Application Form shall be signed not by the Head of the organization).	No	not applicable
6.	Copies of the balance sheets for the last 3 years of lead beneficiary (according to national legislation; <i>not applicable to national, local and regional authorities and their organisational units.</i>)	No	not applicable
7.	Confirmation from the State Tax Inspection about payment of taxes (applied to Lithuanian beneficiaries and has to be submitted upon additional request of Joint Secretariat).	No	not applicable
8.	Confirmation from the Social Security office about payment of social security contributions (applied to Lithuanian beneficiaries that have to submit balance sheets).	No	not applicable
9.	Confirmation from the Register of the Legal Entities (of all beneficiaries) issued not earlier than 3 months before the submission of the Application Form that the beneficiary is operational, not bankrupt or under the legal proceedings (<i>not applicable, to national local and regional authorities.</i>)	No	not applicable
10.	Copy of the decision on the environmental arrangements of the agreement for realisation of the project (for Polish beneficiaries, if applicable).	Yes	attached
11.	Declaration of a body responsible for the monitoring of the Natura 2000 net areas: - for Polish beneficiaries standard form to be used; - for Lithuanian beneficiaries – standard form indicated in the annex to the AF filling guidelines should be filled in.	Yes	attached
12.	Environmental impact assessment (according to national legislation).	No	not applicable
13.	Copy of the documents confirming the right for land / real estate disposal (beneficiaries from Lithuania should submit extract from State Enterprise Centre of Registers (liet. Valstybės įmonė Registrų centras).	Yes	attached
14.	Copy of an official decision on land or building using conditions (according to the national legislation: in case of Lithuanian beneficiaries the same document from the Centre of Registers contains necessary information).	No	not applicable
15.	One copy of technical design project. If available and contains all signatures – can be e-version. The second set of technical documentation should be only presented on the request of the Programme Authorities.	Yes	attached
16.	Copy of the decision on the construction permit / Copy of the proof of submission the notification on the construction (in case the decision on the construction permit is not required).	No	attached



No.	Content of annex.	Attached	Comments
17.	Approval of the technical project (in case of Lithuanian beneficiaries – order of the customer, approving technical design project and its general and economic indicators).	No	not applicable
18.	Expertise of the technical project (if applicable).	No	not applicable
19.	Extract from Cadastral measurements file (liet. Kadastrinių matavimų byla) of the land / real estate (schemes of places where investments (works) are planned).	No	not applicable
20.	Copy of documentation related to proceeding in the field of the cross-border impact on the environment (for Polish beneficiaries, if applicable).	No	not applicable
21.	Other necessary documents required by Lithuanian or Polish legislation (please list below)		
21.1	Other permission to carry out the investment	Yes	
21.2			
21.3			
21.4			
21.5			
21.6			
21.7			
21.8			
22.	Other (please list below).		
22.1	List of the purchased equipment	Yes	
22.2	Evidence of preparation of the Partnership	Yes	
22.3	Council decision for implementation of the project	Yes	
22.4			
22.5			
22.6			
22.7			
22.8			



Annex 1 to the Application form. DETAILED BUDGET OF THE PROJECT (applicable for 4th call for proposals)

Category of expenditure	Unit	No of Units	Unit rate in EUR	Total eligible costs in EUR	Project beneficiary	Total programme territory	Total out of programme territory	Justification of costs (in case costs out of programme territory - also location should be indicated)
1. Staff costs								
1.1. Flat rate (10% of sections 3-6)	flat rate	0.1	508 102,10	50 810,21	LB	50 810,21	0,00	Flat rate 10 % for staff costs from 3-6 budget headings of LB
1.2. Flat rate (10% of sections 3-6)	flat rate	0.1	152 679,12	15 267,91	B2	15 267,91	0,00	Flat rate 10 % for staff costs from 3-6 budget headings of B2
2. Office and administration expenditure								
2.1. Flat rate (15% of Line 1.1.)	flat rate	0.15	50810,21	7 621,53	LB	7 621,53	0,00	Flat rate 15 % for office and administration expenditure from 1 budget heading of LB
2.2. Flat rate (15% of Line 1.2.)	flat rate	0.15	15267,91	2 290,18	B2	2 290,18	0,00	Flat rate 15 % for office and administration expenditure from 1 budget heading of B2
3. Travel and accommodation								
3.1. Travel to Lithuania	Trip	4	350	1 400,00	LB	1 400,00	0,00	Costs cover 4 trips to Lazdijai for 3 persons of project staff. Costs include travel expenses, daily allowances, accommodation, etc. Costs were estimated on the basis of domestic law rules.
3.2. Travel to Poland	Trip	4	280	1 120,00	B2	1 120,00	0,00	Costs cover 4 trips to Tykocin for 2 persons of project staff. Costs include travel expenses, daily allowances, accommodation, etc. Costs were estimated on the basis of domestic law rules.
4. External expertise and services costs								
4.1. Expenditure verification (audit) (activity 1)	contract	1	4000	4 000,00	B2	4 000,00	0,00	Audit services at the first level of control
4.2. Poster (min. A3 size) (activity 5)	Unit	1	20	20,00	LB	20,00	0,00	Fulfillment of the obligations regarding the information and publicity measures
4.3. Poster (min. A3 size) (activity 5)	Unit	1	20	20,00	B2	20,00	0,00	Fulfillment of the obligations regarding the information and publicity measures
4.4. Article in regional press (activity 5)	article	1	300	300,00	LB	300,00	0,00	1 press release about the projects and its advantage will be published in regional press.
4.5. Article in regional press (activity 5)	article	1	250	250,00	B2	250,00	0,00	1 press release about the projects and its advantage will be published in regional press.
4.6. Equipment marking (activity 5)	service	1	100,00	100,00	B2	100,00	0,00	Preparation of stickers for equipment marking
4.7. Banner - roll up (activity 5)	item	1	300	300,00	B2	300,00	0,00	Fulfillment of the obligations regarding the information and publicity measures. Roll up will be placed in the venues of the Project events.
4.8. Banner - roll up (activity 5)	item	1	300	300,00	LB	300,00	0,00	Fulfillment of the obligations regarding the information and publicity measures. Roll up will be placed in the venues of the Project events.
4.9. Transportation costs of Lithuanian Participants to take part in the events organized abroad - rent of the coach for 2 trips to Poland (activities 3, 4)	contract	2	1000	2 000,00	B2	2 000,00	0,00	Expenditure necessary to ensure that all the Project Participants take part in Project activities regardless their low mobility. Also it is more environmentally friendly solution the individual travel - rent of the coach/van (2 trips to Poland: to 1 session of Heritage Tourism Product Development Workshop and Cross-border Cultural Heritage Governance Workshop)
4.10. Transportation costs of Polish Participants to take part in the events organized abroad - rent of the coach for 1 trip to Lithuania (activity 3)	contract	1	1000	1 000,00	LB	1 000,00	0,00	Expenditure necessary to ensure that all the Project Participants take part in Project activities regardless their low mobility. Also it is more environmentally friendly solution the individual travel - rent of the coach/van (1 trip to Lithuania to 1 session of Heritage Tourism Product Development Workshop)
4.11. Cost of carrying out the "Cross-border Cultural Heritage Governance Workshop"	contract	1	5160	5 160,00	LB	5 160,00	0,00	One contract/payment covering costs of: rent of the training venue (3 days * 100 EUR), preparation of the training materials/scripts for 16 participants (16 sets * 10 EUR), moderation (3 days * 300 EUR), interpretation (3 days * 120 EUR), board (3 days * 16 participants * 45 EUR) and accommodation (2 nights * 16 participants * 40 EUR).
4.12. Cost of carrying out the 1st session of "Heritage Tourism Product Development Workshop"	contract	1	3280	3 280,00	LB	3 280,00	0,00	One contract/payment covering costs of: rent of the training venue (2 days * 100 EUR), preparation of the training materials/scripts for 16 participants (16 sets * 10 EUR), moderation (2 days * 300 EUR), interpretation (2 days * 120 EUR), board (2 days * 16 participants * 45 EUR) and accommodation (1 night * 16 participants * 40 EUR).

Category of expenditure	Unit	No of Units	Unit rate in EUR	Total eligible costs in EUR	Project beneficiary	Total programme territory	Total out of programme territory	Justification of costs (in case costs out of programme territory - also location should be indicated)	
4.13	Cost of carrying out the 2nd session of "Heritage Tourism Product Development Workshop"	contract	1	3280	3 280,00	B2	0,00	3 280,00	One contract/payment covering costs of: rent of the training venue (2 days * 100 EUR), preparation of the training materials/scripts for 16 participants (16 sets * 10 EUR), moderation (2 days * 300 EUR), interpretation (2 days * 120 EUR), board (2 days * 16 participants * 45 EUR) and accommodation (1 night * 16 participants * 40 EUR).
4.14	Technical development of Cross-border Cultural Heritage Network Website	service	1	4100	4 100,00	LB	0,00	4 100,00	Cost of technical development, launching and administration of a special interactive, e-learning and social networking platform/website devoted to heritage preservation and promotion issues in cross-border area. A tool for e-learning, webinars, exchange of experiences, know-how sharing between the members of established Cross-border Cross-border Cultural Learning Hub and also for dissemination/promotion of cultural heritage to the open public beyond the borders. The website will consist of knowledge base, e-learning content, users profiles, current issues of the Hub's operations. External service - cost estimated on the basis of market research done by Beneficiary incl. technical design, testing, launching, updating, administration and technical assistance.
4.15	Content edition for the Cross-border Cultural Heritage Network Website	service	1	3500	3 500,00	LB	0,00	3 500,00	Cost of creation, layout and graphic design, data collating and processing, content edition, purchase of photo/media/educational/promotion materials (with copyrights) for creation of the Cross-border Cross-border Cultural Learning Hub Website. External service - civil law contract with business entity, entrepreneur or self-employed person.
4.16	Translation services for Cross-border Cultural Heritage Network Website	service	1	2200	2 200,00	LB	0,00	2 200,00	Cost of translation/interpretation services (in writing) of the content of developed Cross-border Emergency Governance Network Website into ENG, LT languages.
4.17	Preparation of the scenario for Heritage Quest Game (PL)	service	1	3000	3 000,00	LB	0,00	3 000,00	The purpose of scenario is to: explain the topic of the quest, its context and describe the heritage; include information on the direction of movement between particular points of the quest trail; specify tasks to be performed; intrigue, engage and warm up participants of the quest; bring the group to the destination point - the hidden treasure. The scenario defines the concept and objectives of the quest game (e.g. cognitive, educational, promotional) and indicates the thematic scope of the game (description of the cultural heritage elements of the area to be discovered during the game). Establishes the mechanics of the game (time of the game, nature and way of solving tasks or puzzles, way of ending the game - finale and victory). It also contains an outline of the story, i.e. the story that is the canvas of the game (what monuments, historic events or persons the players will see along route of the game with description of the route) and a description of tasks/puzzles to be solved by the players. The scenario also contains a review of historical material related to the game, regulations and instructions for players. External service. Cost estimated on the basis of market survey carried out by the Beneficiary.

Category of expenditure	Unit	No of Units	Unit rate in EUR	Total eligible costs in EUR	Project beneficiary	Total programme territory	Total out of programme territory	Justification of costs (in case costs out of programme territory - also location should be indicated)
Preparation of the scenario for Heritage Quest Game (LT)	service	1	3200	3 200,00	B2	3 200,00	0,00	The purpose of scenario is to: explain the topic of the quest, its context and describe the heritage; include information on the direction of movement between particular points of the quest trail; specify tasks to be performed; intrigue, engage and warm up participants of the quest; bring the group to the destination point - the hidden treasure. The scenario defines the concept and objectives of the quest game (e.g. cognitive, educational, promotional) and indicates the thematic scope of the game (description of the cultural heritage elements of the area to be discovered during the game). Establishes the mechanics of the game (time of the game, nature and way of solving tasks or puzzles, way of ending the game - finale and victory). It also contains an outline of the story, i.e. the story that is the canvas of the game (what monuments, historic events or persons the players will meet along route of the game with description of the route) and a description of tasks/puzzles to be solved by the players. The scenario also contains a review of historical material related to the game, regulations and instructions for players. External service. Cost estimated on the basis of market survey carried out by the Beneficiary.
4.18								
Technical development of the application for Heritage Quest Game (PL)	service	1	4200	4 200,00	LB	4 200,00	0,00	The purpose of the expenditure is to convert the scenario of the game into interactive online application (website). So the players will be able to play the game using their own mobile devices right after they visit location of the game and enter the website containing the game app. The app will guide the players along the quest trail and will provide them with necessary information and guidance. The mentioned Heritage Quest Game will operate as an interactive website. The cost of the technical development of the such kind of application takes: conceptualization, layout and graphic design, data collecting and processing, content edition, purchase of media materials for creation of the Quest Game as the website accessible from the various mobile devices.
4.19								
Technical development of the application for Heritage Quest Game (LT)	service	1	4000	4 000,00	B2	4 000,00	0,00	The purpose of the expenditure is to convert the scenario of the game into interactive online application (website). So the players will be able to play the game using their own mobile devices right after they visit location of the game and enter the website containing the game app. The app will guide the players along the quest trail and will provide them with necessary information and guidance. The mentioned Heritage Quest Game will operate as an interactive website. The cost of the technical development of the such kind of application takes: conceptualization, layout and graphic design, data collecting and processing, content edition, purchase of media materials for creation of the Quest Game as the website accessible from the various mobile devices.
4.20								
Works' technical supervision	service	1	6978	6 978,00	LB	6 978,00	0,00	Cost estimated on the basis of market research done by Beneficiary
				1 901,00		1 901,00	0,00	
5. Equipment expenditure								
5.1 Cost of purchasing the kayaking equipment	lump sum	1	1 901,00	1 901,00	B2	1 901,00	0,00	Purchase of the 1 standard kayak, 1 transparent two-seater family kayak, 3 paddles, 2 support vests, 2 casiers form moving the kayaks as a additional attraction for tourists. The specification of the
				605 172,22		605 172,22	0,00	Cost calculated in the releveant cost estimate document
6. Infrastructure and works								
6.1 Repair works of the fountain (activity 2)	lump sum	1	75737,34	75 737,34	B2	75 737,34	0,00	

Category of expenditure	Unit	No of Units	Unit rate in EUR	Total eligible costs in EUR	Project beneficiary	Total programme territory	Total out of programme territory	Justification of costs (in case costs out of programme territory - also location should be indicated)
Costs of replacement of the wooden part of observation decks and piers at the fountain (frame plus terrace deck) by plastic products (activity 2)	lump sum	1	56770,78	56 770,78	B2	56 770,78	0,00	Cost calculated in the relevant cost estimate document (total 5 units, detailed estimation and material described in enclosed annex, 1 pier will be adjusted to disable, 3 pier in Veisiejai lake, 2 pier in Meteliai lake)
6.3 Construction of a didactic pathway by the Narew River in Tykocin	contract	1	472664,1	472 664,10	LB	472 664,10	0,00	Cost calculated in the relevant cost estimate document
7. Preparation costs				2 000,00		2 000,00	0,00	
7.1. Preparation costs	lump sum	1	2000	2 000,00	LB	2 000,00	0,00	for partners meeting, local discussion


 M. JURNIS
 Marius Dudeniski

Annex No. 3



THE PARTNERSHIP AGREEMENT

The following agreement is made among

Tykocin municipality, address 11 Listopada street 8, 16-080 Tykocin, Poland, represented by Mayor Mariusz Dudzinski (Lead Beneficiary),

and

Lazdijai district municipality administration, address Vilniaus street 1, 67106 Lazdijai, Lithuania, represented by Director Ilona Šaparauskienė (Beneficiary2)

Hereinafter all together referred to as "Parties",
for the preparation and implementation (in case of approval) of the Interreg V-A Lithuania-Poland cooperation programme project **CROSS-BORDER QUEST TRAILS OF HERITAGE**

Having regard to:

- a) Regulation (EU) No **1303/2013** of the European Parliament and of the Council of 17 December 2013 (Common Provisions Regulation);
- b) Regulation (EU) No **1301/2013** of the European Parliament and of the Council of 17 December 2013 (ERDF Regulation);
- c) Commission implementing Regulation (EU) No **215/2014** of 7 March 2014;
- d) Regulation (EU) No **1299/2013** of the European Parliament and of the Council of 17 December 2013 (ETC Regulation);
- e) Commission delegated Regulation (EU) No **481/2014** of 4 March 2014 (ETC eligibility rules);
- f) Commission delegated Regulation (EU) No **480/2014** of 3 March 2014 (Jumbo Delegated Regulation);
- g) Commission Implementing Decision of 16 June 2014 No **2014/366/EU** (Implementing Decision on ETC resources);
- h) Directive No **2014/24/EU** of the European Parliament and of the Council of 26 February 2014 (Directive on public procurement);

hereinafter referred to as EU Regulations;

And:

- a) Commission Decision No C(2015)9279 of 15 December 2015 approving the Interreg V-A Lithuania-Poland cooperation programme (Programme document);
 - b) The Programme Manual and further amendments valid for the call in which the application was approved;
 - c) Jointly submitted Application Form for co-financing of the Programme;
 - d) Subsidy Contract to be signed by the lead beneficiary with Managing Authority;
 - e) Other Programme and national rules
- hereinafter referred to as the "Documents"

The Parties agree:

§ 1 Definitions

Each time this Partnership Agreement refers to:

1. Programme – this shall mean the Interreg V-A Lithuania-Poland cooperation programme;
2. Joint Monitoring Committee (JMC) – this shall mean the main decision making body of the Programme;
3. Managing Authority (MA) – this shall mean the Ministry of the Interior of the Republic of Lithuania;
4. National Authority (NA) – this shall mean the Territorial Cooperation Department of the Ministry of Economic Development of the Republic of Poland;
5. Joint Secretariat (JS) – this shall mean a public establishment Joint Secretariat established by the Ministry of the Interior of the Republic of Lithuania, performing duties of Joint Secretariat of the Programme;
6. Application Form (AF) – this shall mean the Application Form for co-financing from the Programme together with all attachments;
7. Project – this shall mean the operation defined in the Application Form submitted for co-financing of the Programme;
8. Beneficiaries – this shall mean the legal entities indicated in the Application Form who participate in the project implementation;
9. Lead beneficiary – this shall mean one of the beneficiaries who is authorised by the other(s) to act as a main party in application and project implementation and is a legal party towards the MA;
10. Subsidy Contract (SC) – this shall mean the contract signed between MA and lead beneficiary;
11. Controller - institution, independent from lead beneficiary/beneficiary organisation, which is responsible for conducting of the first level control (FLC) and ensures the verification of activity implementation, legality and regularity of the expenditure declared by each lead beneficiary / beneficiary participating in the project.

§ 2 Subject of the Partnership Agreement

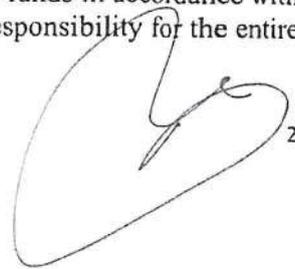
Subject of this Partnership Agreement (hereinafter - PA) is the organisation of a cross-border partnership in order to prepare and implement the project under the Programme, according to the Documents. By the present PA, the Parties shall define the rules of procedure for the work to be carried out and the relations that shall govern them within the cross-border partnership set up in order to complete the aforementioned project (if approved). PA shall be submitted to JS together with AF of the project.

§ 3 Duration of the PA

This PA shall take effect on the date on which it is signed by all Parties. It shall remain in force until the lead beneficiary has discharged in full its obligations toward the MA as written in the SC. In case the project is not approved for funding, provisions of this PA regarding project implementation shall not come into the force.

§ 4 Obligations

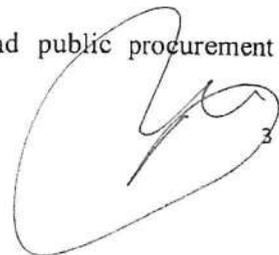
1. Lead beneficiary is responsible for the overall management and implementation of the project. Lead beneficiary shall be the beneficiary of the ERDF grant and shall manage the funds in accordance with the details of this PA and the Documents. Lead beneficiary assumes sole responsibility for the entire

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project vis-à-vis the MA. Shall be also responsible for enforcement from the beneficiaries their obligations listed in § 4 point 3 of the PA.

2. In particular, the lead beneficiary shall fulfil the following obligations:
 - a) appoint a project coordinator, responsible for the whole project implementation and a financial manager, responsible for the whole project finances;
 - b) distribute a copy of the SC and other official documents to all beneficiaries;
 - c) start and implement the project according to the AF;
 - d) notify the JS of any factors that may affect implementation of the project;
 - e) draw up and submit to JS consolidated progress reports with supporting attachments (including progress reports of all beneficiaries and Declarations of validation of beneficiaries expenditure) according to the Documents, within defined deadlines and with assistance of the beneficiaries;
 - f) timely onward transfer the relevant parts of payments received from the MA to the beneficiaries;
 - g) manage and monitor appropriate spending of the subsidy awarded;
 - h) carry out the project's overall accounting, paying a special attention to the correctness of the public tender procedures taken for the needs of the project implementation;
 - i) communicate with the bodies implementing the Programme and to notify other beneficiaries of any substantial communication with the bodies implementing the Programme;
 - j) react promptly to any request of the beneficiaries and bodies implementing the Programme.

3. Each beneficiary (including lead beneficiary) accepts the duties and obligations regarding:
 - a) appointing a contact person for the parts of the project for which it is responsible;
 - b) timely carrying out the activities for which it is responsible according to the AF;
 - c) contributing to the project activities within the approved budget;
 - d) compliance with rules of information and promotion;
 - e) respecting national regulations regarding personal data processing and protection;
 - f) abiding the project implementation period mentioned in SC and further amendments;
 - g) intellectual property and ownership rules as stated in § 14 and § 15 of the PA;
 - h) bearing currency risk in the frames of payments in the project;
 - i) drawing up the progress reports for its part of the project according to the Documents and submit it within defined deadlines to the First Level Control;
 - j) submitting according to the Documents and within defined deadlines the progress reports validated by controller to lead beneficiary together with supporting documents and Declaration of validation of beneficiary expenditure issued by the controller;
 - k) notifying the lead beneficiary and controller of any event that could lead to any deviation of the project;
 - l) abiding the procedure of implementing changes in the PA according to Documents;
 - m) controls and audits - in particular producing all documents required for the control and audit, provide necessary information, give access to its business premises for audit purposes, fulfil all the requirements set during audits and controls;
 - n) retaining for control and audit purposes and keeping all documents related to the project costs and activities at least 5 years after the final payment has been made by the MA to the lead beneficiary. If SC will be terminated before the final payment, regardless the reason of termination beneficiaries are obliged to keep all documents related to the project costs and activities in a safe and orderly manner 5 years after date of SC termination. Other retention periods, as might be stated by national law, shall remain unaffected;
 - o) disclosing any revenues which occur or may occur with relation to the project implementation and during relevant reference period after the project completion;
 - p) ordered recoveries of funds;
 - q) reacting promptly to any request by the lead beneficiary and the Programme bodies;
 - r) respecting all rules and obligations laid down in the Documents and conducting obligations from PA in compliance with them;
 - s) complying with the national legislation in terms of accountancy and public procurement procedures;



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- t) complying with other EU and national legislation;
- u) taking all necessary steps enabling the lead beneficiary to comply with its responsibilities as set out in the SC.

§ 5 Rights

1. Each beneficiary has the right to receive information from the lead beneficiary on the issues related to the management of the project and the financial flows received from and transferred to the MA.
2. The lead beneficiary has the right to receive information and documentation from the beneficiaries related to the activities of the project.

§ 6 Liability

1. Each beneficiary, including the lead beneficiary, shall be liable to the other beneficiaries and shall indemnify and hold harmless such other beneficiaries for and against any liabilities, damages and costs resulting from the non-compliance of its duties and obligations as set forth in this PA and its annexes.
2. No party shall be held liable for not complying with obligations ensuing from this PA in case of *force majeure*. In such a case, the beneficiary involved must announce this immediately in writing to the other beneficiaries.

§ 7 Budgetary and financial management, accounting principles

1. Lead beneficiary is the sole responsible party to the MA for the financial management of the project. Financial share of particular beneficiaries in the project costs as well as the maximum amount of co-financing from Programme funds for particular beneficiaries are established in the project budget defined in the approved AF. ERDF financial contributions shall be paid into the account of the lead beneficiary.
2. As soon as possible, but not later than within 7 (seven) calendar days after receiving payments from the MA, the appropriate amount and proportionally according to the progress report approved by the MA, the lead beneficiary shall be responsible for distributing the funds received between the beneficiaries in accordance with certified expenditure incurred for project actions effectively carried out. No deduction, retention or further specific charge shall be made. Lead beneficiary shall provide information about such transfer to the JS within 5 (five) calendar days after transactions have been made.
3. Lead beneficiary shall be responsible for an application for reallocation between budget lines as defined in the Programme Manual.
4. Parties must ensure the correctness of their accounting system and documents. Lead beneficiary may request further information, documentation and evidence from all the beneficiaries to that effect.

§ 8 Reports

1. Progress reports (PR) with relevant attachments shall be submitted to the lead beneficiary in accordance with the requirements stipulated for the lead beneficiary in the SC. The beneficiaries are obliged to have their expenditure certified by the FLC. In order to receive certificate, after the end of the relevant reporting period the beneficiaries (including lead beneficiary), within 10 (ten) calendar days prepare PR and send it with all required supporting documents to relevant FLC. Beneficiaries shall also answer to the clarifications / questions of controllers related to PR within deadlines set by FLC.

A handwritten signature in black ink, consisting of a large, stylized initial 'B' followed by a cursive name. The signature is enclosed in a large, hand-drawn oval. A small number '4' is written at the bottom right of the oval.

2. Every beneficiary must provide the lead beneficiary with information needed to draw up the consolidated reports and other documents required by bodies implementing the Programme.
3. Lead beneficiary, on behalf of all beneficiaries, submits consolidated progress report (CPR) and all progress reports with necessary annexes to JS.
4. Lead beneficiary shall send to every project beneficiary the e-version of each CPR submitted to the Programme bodies and keep the beneficiaries informed of all relevant correspondence (it could be done using e-platform available for the projects).
5. In case of significant remarks to reports or in the event of non-fulfilment of the rules concerning eligibility of expenditure, the lead beneficiary shall ask the beneficiary(s) to correct the submitted progress report. The deadline for submission of corrected report will be set by lead beneficiary and will depend on the date defined by JS for correction of consolidated progress report. Lead beneficiary shall use the official methods of correspondence with other beneficiaries to receive the answer to its requests.

§ 9

Modifications of the project and amendments to SC

1. Any request for modifications of the project budget or other statements from the approved AF or the SC submitted by the lead beneficiary to the MA/JS shall be authorised by the beneficiaries beforehand.
2. All beneficiaries accept that amendment to the SC and constituting its integral part, in order to be valid, may be introduced only during period of implementation of the project substantive measures.
3. The beneficiaries of the project are required to inform the lead beneficiary about any planned and existing changes related to their part of the project. If a given change of the part of the project requires introduction of the amendment to the SC, beneficiaries are required to submit to the lead beneficiary also documents that are necessary to make amendment to the SC.

§ 10

Information and publicity measures

1. Any notice or publication by the project (including events) must specify that the project is part-financed by the Programme. The Commission Regulation (EC) No 1303/2013 and other EU Regulations must in any case be observed.
2. The beneficiaries agree that the Programme bodies shall be authorised to publish, in whatever form and by whatever medium, the following information: names of the beneficiaries, name of the project, project summary, project start and end date; total eligible expenditure allocated to the project, Union co-financing rate; location of the project, name of category of intervention for the project in accordance with point (b) (vi) of the first subparagraph of Article 96(2) of the EC Regulation No 1303/2013.

§ 11

Cooperation with third parties, delegation and outsourcing

1. In case of cooperation with third parties, including sub-contractors, the beneficiaries shall remain the sole responsible parties to the lead beneficiary and the Programme bodies concerning compliance with their obligations as set in this PA. The lead beneficiary shall be informed by the beneficiaries about the subject and party of any contract concluded with a third party, but not later than 10 working days after concluding such contract.
2. No project beneficiary shall have the right to transfer its rights and obligations under this PA without the prior consent of the other beneficiaries and the responsible Programme implementing bodies.
3. Cooperation with third parties including subcontractors shall be undertaken in accordance with appropriate Community and national regulations, including the national public procurement legal acts.



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§ 12
Assignment, legal succession

1. Neither the lead beneficiary nor the beneficiaries are allowed to assign their duties and rights under this PA without the prior consent of the other parties to this PA. The parties to this PA are aware of the SC provisions whereupon the lead beneficiary is allowed to assign its duties and rights only after prior written consent of the JMC.
2. In the case of legal succession, the lead beneficiary or the beneficiary concerned is obliged to transfer all duties under this PA to the legal successor.

§ 13
Revenue generation

4. All beneficiaries should estimate any net revenue that will be generated in the project already during the project preparation according to the Documents. If a project foresees to generate revenues during the project's implementation, the revenue generating activities must be planned beforehand, clearly described in the AF.
5. All beneficiaries must report within PR generated net-revenues and prove that not to exceeding the limits as foreseen in Documents.
6. If foreseen in the AF, generated net-revenue is exceeding the national co-financing (15%) needed for the implementation of this activity the net-revenue amount by which the co-financing is exceeded should be deducted from the eligible project costs while reporting.
7. If project generates net revenue which was not foreseen in the application form - the eligible expenditure of the project shall be decreased by the any amount of net-revenue by which the national co-financing for implementation of particular activity is exceeded while reporting.
8. In case there are no operating costs related to activity generating revenue (e.g. the fees for participation in the event are taken), the whole amount of generated revenue is treated as net revenue if the whole costs of such an event are planned to be financed from the project. If not the whole, but only part of the event's costs was included into the project budget, the net revenue should be calculated proportionally.

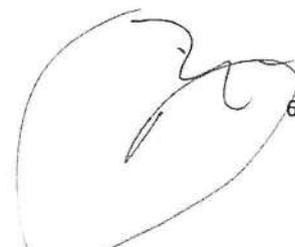
§ 14
Intellectual property

1. Beneficiaries will ensure that all products that derive from the project will be property of the partnership and the results of the projects will be made available to public.
2. In case of pre-existing intellectual property rights which are made available, these are fully respected (Beneficiaries will list them in a separate annex to PA).

§ 15
Reporting sustainability

1. Lead beneficiary undertakes to ensure that the ownership of any outputs and results produced during the project implementation remains with the lead beneficiary or beneficiaries and will not be transferred for at least five years after final payment to the lead beneficiary was made by MA.
2. Beneficiaries are obligated to provide the lead beneficiary with any necessary evidences of the sustainability of the project activities during reporting sustainability, according to Documents.

§ 16
Non-fulfilment of obligations, delay, withdrawal



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1. In case of total or partial incompleteness of the obligations arising from PA and Documents by any of the beneficiaries, the lead beneficiary shall admonish the respective beneficiary to comply within a maximum of one month. Lead beneficiary shall make any effort to contact the beneficiaries in resolving the difficulties including seeking the assistance of the Programme bodies.
2. Should the non-fulfilment of obligations arising from PA and Documents continue, the lead beneficiary, authorized by all remaining beneficiaries, may decide to exclude the beneficiary concerned from the project, with approval of the MA. In such case, the JS shall be informed immediately if the lead beneficiary intends to exclude a beneficiary from the project. The opinions of all remaining beneficiaries should be delivered to JS. Exclusion of the beneficiary requires amendment to the SC.
3. The excluded beneficiary is obliged to refund to the lead beneficiary any Programme funds received which it cannot prove on the day of exclusion that they were used for the project implementation according to the rules of eligibility of expenditure.
4. In case of non-fulfilment of a beneficiary's obligation having financial consequences for the funding of the project as a whole, lead beneficiary may demand recovery of funds unduly paid.
5. Lead beneficiary and the beneficiaries agree not to withdraw the given beneficiary from the project unless there are unavoidable reasons for it. If this nonetheless happens, lead beneficiary and the beneficiaries shall try to cover the contribution of the withdrawing project beneficiary, either by assuming its tasks or by asking one or more new beneficiaries to join the partnership.
6. In case the lead beneficiary shall withdraw from the project, the SC shall be terminated. If other project beneficiary is willing to overtake the lead beneficiary responsibilities it should apply for the JMC approval, and only then a new SC with the MA shall be signed.
7. If one of the beneficiaries decides to withdraw from the project, the lead beneficiary as well as all the remaining beneficiaries shall take all the efforts to take over the obligations as well as the tasks or to find the new beneficiary who would take over all the obligations as well as tasks of the missing beneficiary. If the new beneficiary is found it shall become the party of this PA only after the approval by JMC.
8. If the new beneficiary cannot be found and the remaining beneficiaries are not willing/able to take over the responsibilities as well as tasks of the missing beneficiary, the MA will take the decision whether to terminate or not the SC.
9. If SC is suspended in the whole or part by decision of MA resulting from the violations caused by non-fulfilment or improper fulfilment of terms/conditions set in SC, all the beneficiaries are obliged to cooperate in order to correct the violations within their competence in the project.

§ 17

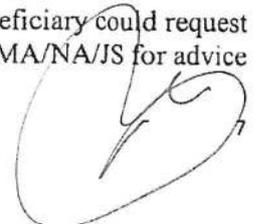
Demand for repayment by the Managing Authority

Should the MA in accordance with the provisions of the SC demand repayment of subsidy already transferred, every beneficiary is obliged to transfer its part of the repayment amount to the lead beneficiary. Lead beneficiary shall without delay submit the letter by which the MA has asserted the repayment claim and notify every beneficiary of the amount repayable. The repayment amount is due within four weeks following the notification by the lead beneficiary. The amount repayable shall be subject to interest; the provisions of the SC shall apply by analogy for all beneficiaries.

§ 18

Disputes between beneficiaries

1. Should a dispute arise between beneficiaries of the project, every beneficiary shall be obliged to try to reach a settlement during a negotiations procedure.
2. Lead beneficiary will inform the other beneficiaries and may, on its own initiative or upon request of a beneficiary, ask the MA/NA/JS for advice.
3. Should a compromise through negotiations procedure not be possible, every beneficiary could request arbitration carried out by an ad-hoc arbitration committee after having asked the MA/NA/JS for advice



through the lead beneficiary. The ad-hoc arbitration committee will consist of 6 members of both Lithuanian and Polish nationalities, at least one being of the same nationality as the beneficiary involved in the dispute, appointed by the representatives of all parts of this agreement. If all parts of this agreement has not appointed all the independent arbitrators within one month of the lead beneficiary request to it to decide on such appointment, the lead beneficiary shall have the authority to appoint all arbitrators. In the latter case, a designated member of the MA/NA/JS will supervise the proceeding of the arbitration committee.

4. Every beneficiary shall be obliged to apply the decisions of the arbitration committee, subject to the applicable law hereby agreed upon and in compliance with the provisions of the Community law.
5. In the case amicable settlement with the involvement of arbitration committee is not possible, the dispute will be finally decided in accordance with the jurisdiction of the lead beneficiary country. The place of jurisdiction is court having material competence in the state in which the lead beneficiary is established]

§ 19

Working and translation languages

The working languages of the partnership shall be English. Any official document of the project shall be made available in English.

§ 20

Applicable law

1. This PA is governed by Lithuanian law.
2. In the event of translation of this PA and its annexes, the English version shall prevail.

§ 21

Nullity

If any provision in this PA should be wholly or partly ineffective, the parties to this PA undertake to replace the ineffective provision by an effective provision which comes as close as possible to the purpose of the ineffective provision.

§ 22

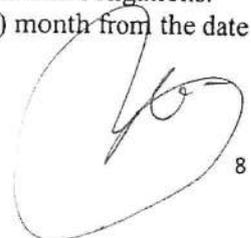
Amendment of the PA

1. This PA shall only be amended in writing. The amendments shall be stamped and signed by all parties involved. Lead beneficiary shall present the amended PA to the JS as soon as possible, but not later than 21 (twenty one) calendar day after the amendment is stamped and signed by all the parties involved.
2. Modifications to the project that are approved by the JMC shall be effective as alterations of this PA, also without adherence to this formal requirement.

§ 23

Right of Termination

1. In case the project is not approved for funding or in case of termination of the SC this PA is terminated automatically.
2. If the SC is terminated by decision of MA in which demand repayment of ERDF amounts already paid to the lead beneficiary in full or in part, beneficiaries accepts the following duties and obligations:
 - a) Lead beneficiary is obliged to transfer the appropriate amount within 1 (one) month from the date of receiving the MA demand.



- b) Beneficiaries are obliged to repay to lead beneficiary appropriate amounts of funds transferred to them within 15 (fifteen) calendar days from the date of receiving demand from lead beneficiary (demand shall include copy of MA decision).
 - c) Any delay in effecting repayment from lead beneficiary shall give rise to interest on account of late payment, starting on the due date and ending on the value day of actual repayment on the basis described in SC.
 - d) If delay in effecting repayment to MA is caused by delay in repay to lead beneficiary from beneficiaries, the lead beneficiary has a right to ask these beneficiaries also for repayment the amounts incurred as a result of charging interest in relation to amounts requested to repay from them.
3. The SC can be terminated upon the request of lead beneficiary or by mutual agreement of parties of SC, with the consent of all parties of PA. Conditions for termination of SC and consequently termination of PA must be agreed between beneficiaries and addendum to the PA regarding rules of termination shall be signed by all parties. In case termination on request of lead beneficiary, beneficiaries accepts the following duties and obligations:
 - a) Lead beneficiary refunds the ERDF funds to MA together with interest calculated pursuant to the provisions specified in SC.
 - b) Beneficiaries are obliged refund appropriate amounts of ERDF funds to lead beneficiary with interest calculated in relation to their amounts pursuant to the provisions specified in SC.
 4. If the SC is terminated by MA because European Commission fails to make the funding available, any claim by the beneficiaries against the lead beneficiary for whatever reason is excluded.

**§ 24
Domicile**

1. To the effect of this PA, the beneficiaries shall irrevocably choose domicile at the address stated in the AF where any official notifications can be lawfully served.
2. Any change of domicile shall be forwarded to the lead beneficiary within 15 (fifteen) calendar days following the change of address by registered mail.

**§ 25
Concluding provisions**

1. This PA has been made in 3 originals: one for each Party and one to be submitted to the JS. Each original has the equal legal force.
2. The EU as well as the national legislation of the chosen country (as it is set in paragraph 20.1 of this PA) regulates the provisions that are not set in this PA.
3. Annexes to this PA:
 - Annex 1. Division of indicators among the project beneficiaries;

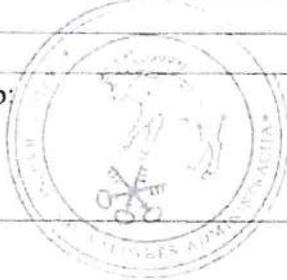
Written in Tykocin, Lithuania, on 25th of May, 2020

Lead Beneficiary
Name of the beneficiary institution: Tykocin municipality
Person authorised to sign the documents, position: Mayor Mariusz Dudzinski
Address: 11 Listopada street 8, 16-0808 Tykocin
Phone: 48857181627 Fax: -
Institution code: 9661773554
Bank name: Bank Spółdzielczy w Białymstoku Branch in Tykocin
Bank code: GBWCPLPP
Account number: 43 8060 0004 0710 0143 2000 0240



Date, place and signature: 25/05/2020, Tykocin, Poland	Official stamp:
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Beneficiary 2	
Name of the beneficiary institution: Lazdijai district municipality administration	
Person authorised to sign the documents, position: Director Ilona Šaparauskienė	
Address: Vilnius street 1, 67106 Lazdijai, Lithuania	
Phone: 37031866127	Fax: -
Institution code: 188714992	
Bank name: AB DNB bank	
Bank code: 40100	
Account number: LT 59 4010 0422 0001 0051	
Date, place and signature: 25/05/2020, Lazdijai, Lithuania	Official stamp:




 BERMISTRZ
 Mariusz Dudziński

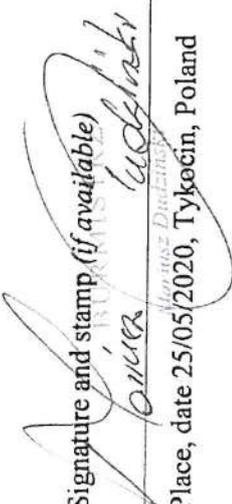
GMINA TYKOCIN
 ul. 11 Listopada 8
 16-080 Tykocin
 NIP 966-17-73-554

Division of indicators among the project beneficiaries

Specific Output Indicator	Measurement unit	Value of indicator and planned achievement by particular beneficiary	Description of outputs to achieve by beneficiaries
1.1.O.1. No of heritage sites developed or adapted	unit	Total: 4 LB - 1 B2 - 3	historic architectural layout City of Tykocin historical part of Veisiejai City; Park of fragments of Veisiejai manor homestead Meteliai lake
1.1.O.2 Number of joint tourist routes developed	unit	Total: 2 LB - 1 B2 - 1	2 Heritage Quest Trails - the quest games developed
1.1.O.3. No of natural and cultural heritage objects and related products promoted	unit	Total: 4 LB - 1 B2 - 3	historic architectural layout City of Tykocin historical part of Veisiejai City; Park of fragments of Veisiejai manor homestead Meteliai lake
2.1.O.2. Number of persons having participated in joint trainings and events	person	Total: 48 LB - 24 B2 - 24	16 participants of "Heritage Tourism Product Development Workshop" * 2 sessions 16 participants of "Cross-border Cultural Heritage Governance Workshop"
4.1.O.1. Number of institutions involved in the cross border cooperation	institution	Total: 2 LB - 1 B2 - 1	2 institutions will implement the project (LB and B2)
4.1.O.2 Number of persons having participated in joint trainings or exchange of staff	person	Total: 48 LB - 24 B2 - 24	16 participants of "Heritage Tourism Product Development Workshop" * 2 sessions 16 participants of "Cross-border Cultural Heritage Governance Workshop"

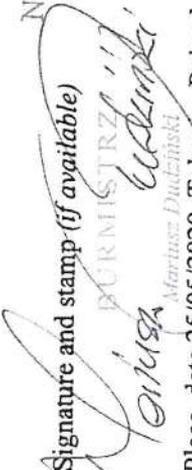
Other indicator 1. Number of organized joint events	Activity	Total: 3: LB - 2 B2 - 1	2 sessions of "Heritage Tourism Product Development Workshop" 1 "Cross-border Cultural Heritage Governance Workshop"
Other indicator 2. Number of cross-border partnerships established	Item	Total: 1 LB - 0,5 B2 - 0,5	1 established Cross-border Cultural Learning Hub. LB and B2 will be jointly responsible for establishment of the Network.
Other indicator 3. Number of investment in cross-border tourism infrastructure	Investment	Total: 3 LB-1 B2 - 2	1 new didactical path created along the Narew River bank in historic City of Tykocin 1 investment in Veisiejai (modernized fountain and its observation decks and piers) 1 investment in Meteliai (2 piers)
Other indicator 4. Number of sport/tourism equipment purchased	set	Total: 1 LB - 0 B2 - 1	1 set of kayaking equipment purchased by B2
Other indicator 5. Number of maps of quest games	item	Total: 2 LB - 1 B2 - 1	1 map set within every quest game designed and released by each Beneficiary
Press articles and press releases	Publication	Total: 4 LB- 2 B2 - 2	1 article per Beneficiary 2 web publications about the project (1 per Beneficiary)
Websites	unit	Total: 1 LB-1 B2-0	1 Cross-border Cultural Heritage Network Website
Stands, billboards, memory plates	Unit	Total: 8 LB - 4 B2 - 4	2 temporary billboards; 2 commemorative plaques; 2 posters A3 (min.) size, 2 banners roll up's

In case during the process of the final approval of the project division of indicators changes, the latest agreed division of indicators shall be effective as alterations of this Partnership Agreement, also without adherence to this formal requirement.

<p>LEAD BENEFCIARY Institution Tykocin municipality</p> <p>Title Mayor Mariusz Dudzinski</p> <p>Signature and stamp (if available)  Mariusz Dudzinski Place, date 25/05/2020, Tykoćin, Poland</p> <p>WOLNA TYKOCIN ul. 11 Listopada 8 16-080 Tykocin NIP 966-17-73-554</p>	<p>BENEFCIARY 2 Institution Lazdijai district municipality</p> <p>Title Director Ilona Šaparauskienė</p> <p>Signature and stamp (if available)  Place, date 25/05/2020. Lazdijai, Lithuania</p> <p></p>
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Distribution of preparation costs (if such)

Beneficiary	Description of expenditures	Amount (EUR)
Lead beneficiary Tykocin Municipality	Travel and accommodation costs on the meeting regarding preparation of the project Costs of travel, translations and meetings related to preparation of partnership and Project concept	2000
Beneficiary 2 Lazdijai district municipality	No direct costs incurred	0,00
Total amount (EUR):		2000

<p>LEAD BENEFICIARY Tykocin Municipality</p> <p>MINA TYKOCIN ul. 11 Listopada 8 16-080 Tykocin NIP 966-17-73-554</p> <p>Signature and stamp (if available)  BERMISTRZ Mariusz Kuciński</p> <p>Place, date 25/05/2020, Tykocin, Poland</p>	<p>BENEFICIARY 2 Lazdijai district municipality</p> <p>Lazdijai rajono savivaldybės administracijos direktoriaus pavaduotojas Hana Šaparauskaitė</p> <p>Signature and stamp (if available)  </p> <p>Place, date 25/05/2020, Lazdijai, Lithuania</p>
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Annex No. 4

Annex No. 4
to the Subsidy Contract
No. 15-282

PROJECT REPORTING SCHEDULE

Project No: LT-PL-4R-284

Project Name: *Cross-border quest trails of heritage*

Consolidated Progress Report No	Covering reporting period		Deadline for submission of Consolidated Progress Report to JS	Expected request for the ERDF funds payment during the respective year, EUR <i>(according to the Project Application Part V. Payment Plan)</i>
	From	To		
Year 2020				
1	2020-09-01	2021-02-28	2021-05-14	85.000,00
Year 2021				
2	2021-03-01	2021-08-31	2021-11-14	302.770,00
3	2021-09-01	2022-02-28	2022-05-14	
Year 2022				
4	2022-03-01	2022-08-31	2022-11-14	240.185,38

MANAGING AUTHORITY

LEAD BENEFICIARY

Name Valdemar Urban	Name Mariusz Dudziński
Title Chancellor	Title Mayor
Signature and stamp <i>(if available)</i>	Signature and stamp <i>(if available)</i> STRZ
Place, date <i>Tykocin, 14.08.2020</i>	Place, date <i>Tykocin, 14.08.2020 r.</i>

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ul. 11 Listopada 8
16-080 Tykocin
NIP 966-17-73-554