



EUROPEAN EDUCATION AND CULTURE EXECUTIVE AGENCY (EACEA)

EACEA.A – Erasmus+, EU Solidarity Corps
A.1 – European Higher Education

GRANT AGREEMENT

Project 101127459 — HER-UKR

PREAMBLE

This **Agreement** ('the Agreement') is **between** the following parties:

on the one part,

the **European Education and Culture Executive Agency (EACEA)** ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and

on the other part,

1. 'the coordinator':

KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven), PIC 999991334, established in OUDE MARKT 13, LEUVEN 3000, Belgium,

and the following other beneficiaries, if they sign their 'accession form' (see Annex 3 and Article 40):

2. **NATIONAL UNIVERSITY OF KYIV-MOHYLA ACADEMY (NaUKMA)**, PIC 955856431, established in 2 HRYHORIYA SKOVORODY STR, KYIV 04070, Ukraine,

3. **UNIVERSITAET REGENSBURG (UREG)**, PIC 999868629, established in UNIVERSITATSSTRASSE 31, REGENSBURG 93053, Germany,

4. **ILIA STATE UNIVERSITY (ILIAUNI)**, PIC 999612937, established in K CHOLOKASHVILI AV 3-5, TBILISI 0162, Georgia,

5. **UNIVERSITE DE LILLE (ULILLE)**, PIC 888146648, established in 42 RUE PAUL DUEZ, LILLE 59000, France,

6. **TARTU ULIKOOL (UT)**, PIC 999895013, established in ULIKOOLI 18, TARTU 50090, Estonia,

7. **THE UNIVERSITY OF HONG KONG (UHK)**, PIC 997352934, established in Pokfulam Road, Pokfulam, Hong Kong,

8. **TRUSTEES OF TUFTS COLLEGE NON PROFIT CORPORATION (TU)**, PIC 983432464, established in PROFESSORS ROW 20 169, MEDFORD MA 02155, United States,

9. **UNIwersytet Jagiellonski (UJ)**, PIC 999642716, established in UL GOLEBIA 24, KRAKOW 31-007, Poland,
10. **UNIVERSITY OF CANTERBURY (UC)**, PIC 999873673, established in PRIVATE BAG 4800, CHRISTCHURCH 8140, New Zealand,
11. **UNIVERSITY OF KENT (UNIKENT)**, PIC 999841275, established in THE REGISTRY CANTERBURY, CANTERBURY, KENT CT2 7NZ, United Kingdom,
12. **BOHDAN KHMELNYTSKYI NATIONAL UNIVERSITY AT CHERKASY (BKNUC)**, PIC 951421203, established in BLVD SHEVCHENKO 81 BLD 1, CHERKASY 18031, Ukraine,
13. **SODERTORNS HOGSKOLA (SH)**, PIC 998344080, established in Alfred Nobel's Alle 7, HUDDINGE SE-141 89, Sweden,
14. **UNIVERZITA KARLOVA (CU)**, PIC 999923434, established in OVOCNY TRH 560/5, PRAHA 1 116 36, Czechia,
15. **THE GOVERNING COUNCIL OF THE UNIVERSITY OF TORONTO (UoT)**, PIC 999845252, established in KINGS COLLEGE CIRCLE 27, TORONTO M5S 1A1, Canada,

Unless otherwise specified, references to ‘beneficiary’ or ‘beneficiaries’ include the coordinator and affiliated entities (if any).

If only one beneficiary signs the grant agreement (‘mono-beneficiary grant’), all provisions referring to the ‘coordinator’ or the ‘beneficiaries’ will be considered — mutatis mutandis — as referring to the beneficiary.

The parties referred to above have agreed to enter into the Agreement.

By signing the Agreement and the accession forms, the beneficiaries accept the grant and agree to implement the action under their own responsibility and in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

The Agreement is composed of:

Preamble

Terms and Conditions (including Data Sheet)



Annex 1	Description of the action ¹
Annex 2	Estimated budget for the action
Annex 3	Accession forms (if applicable) ²
Annex 3a	Declaration on joint and several liability of affiliated entities (if applicable) ³
Annex 4	Model for the financial statements
Annex 5	Specific rules (if applicable)

¹ Template published on [Portal Reference Documents](#).

² Template published on [Portal Reference Documents](#).

³ Template published on [Portal Reference Documents](#).

TERMS AND CONDITIONS

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DATA SHEET

1. General data

Project summary:

Project summary
<p>The project HER-UKR: Challenges and opportunities for EU heritage diplomacy in Ukraine will address the role of cultural heritage in the EU's external action. A consortium of 15 universities will bring together interdisciplinary expertise on EU foreign policy, Eastern European memory politics and heritage practices. HER-UKR aims to explore the potential of the EU as a values based actor in heritage policies by focusing on three subtopics: 1) EU cultural heritage diplomacy for promoting democracy and European values; 2) conflict prevention with focus on contested heritage; 3) protection and reconstruction of heritage. HER-UKR will use the principles of engagement of the 2021 EU concept on cultural heritage in conflicts as a framework for the case of Ukraine, where cultural heritage remains highly contested. The project's objectives are to 1) stimulate research on EU heritage diplomacy; 2) promote excellence in teaching on EU heritage diplomacy; 3) pool expertise on heritage policies in East Central Europe; 4) provide European policymakers with solid research expertise for engaging constructively with Ukraine's cultural heritage field; 5) monitor new tendencies in cultural heritage policies; 6) develop dissemination tools that increase the impact of the project. The objectives will be implemented through 8 work packages. WP1 covers project management. WP2 focuses on data collection through 1) mapping EU initiatives in heritage diplomacy and 2) interviews and focus groups with stakeholders and policymakers. WP3 entails the analysis of collected data and preparation of research articles. WP4 concerns education and training: the development of a COIL course, a MOOC, trainings and seminars. WP5 will develop an algorithm for a UKROPEDIA search engine. In WP6 the consortium will formulate policy recommendations based on the insights of WP2-4. Intermediate results will be reported in the HER-UKR newsletter, and through its communication and dissemination strategy (W7).</p>

Keywords:

- EU International Relations and Diplomacy Studies
- Democratic engagement and civic participation
- Cultural Studies, Cultural Diversity
- EU heritage diplomacy, cultural heritage, Ukraine, conflicts

Project number: 101127459

Project name: Challenges and Opportunities for EU Heritage Diplomacy in Ukraine

Project acronym: HER-UKR

Call: ERASMUS-JMO-2023-NETWORKS

Topic: ERASMUS-JMO-2023-NETWORKS-HEI-NON-EU-VAL-DEM

Type of action: ERASMUS Lump Sum Grants

Granting authority: European Education and Culture Executive Agency

Grant managed through EU Funding & Tenders Portal: Yes (eGrants)

Project starting date: first day of the month following the entry into force date

Project end date: starting date + months of duration

Project duration: 36 months

Consortium agreement: Yes

2. Participants

List of participants:

N°	Role	Short name	Legal name	Ctry	PIC	Max grant amount
1	COO	KU Leuven	KATHOLIEKE UNIVERSITEIT LEUVEN	BE	999991334	326 358.00
2	BEN	NaUKMA	NATIONAL UNIVERSITY OF KYIV-MOHYLA ACADEMY	UA	955856431	161 356.00
3	BEN	UREG	UNIVERSITAET REGENSBURG	DE	999868629	90 558.00



N°	Role	Short name	Legal name	Ctry	PIC	Max grant amount
4	BEN	ILIAUNI	ILIA STATE UNIVERSITY	GE	999612937	55 230.00
5	BEN	ULILLE	UNIVERSITE DE LILLE	FR	888146648	30 336.00
6	BEN	UT	TARTU ULIKOOL	EE	999895013	38 948.00
7	BEN	UHK	THE UNIVERSITY OF HONG KONG	HK	997352934	17 079.00
8	BEN	TU	TRUSTEES OF TUFTS COLLEGE NON PROFIT CORPORATION	US	983432464	56 545.00
9	BEN	UJ	UNIWERSYTET JAGIELLONSKI	PL	999642716	49 785.00
10	BEN	UC	UNIVERSITY OF CANTERBURY	NZ	999873673	128 215.00
11	BEN	UNIKENT	UNIVERSITY OF KENT	UK	999841275	40 721.00
12	BEN	BKNUC	BOHDAN KHMELNYTSKYI NATIONAL UNIVERSITY AT CHERKASY	UA	951421203	46 481.00
13	BEN	SH	SODERTORNS HOGSKOLA	SE	998344080	65 251.00
14	BEN	CU	UNIVERZITA KARLOVA	CZ	999923434	51 068.00
15	BEN	UoT	THE GOVERNING COUNCIL OF THE UNIVERSITY OF TORONTO	CA	999845252	31 647.00
Total						1 189 578.00

Coordinator:

- KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven)

3. Grant**Maximum grant amount, total estimated eligible costs and contributions and funding rate:**

Maximum grant amount (Annex 2)	Maximum grant amount (award decision)
1 189 578.00	1 189 578.00

Grant form: Lump Sum**Grant mode:** Action grant**Budget categories/activity types:** Lump sum contributions**Cost eligibility options:** n/a**Budget flexibility:** No**4. Reporting, payments and recoveries****4.1 Continuous reporting** (art 21)**Deliverables:** see Funding & Tenders Portal Continuous Reporting tool**4.2 Periodic reporting and payments**

Reporting and payment schedule (art 21, 22):

Reporting					Payments	
Reporting periods			Type	Deadline	Type	Deadline (time to pay)
RP No	Month from	Month to				
					Initial prefinancing	30 days from entry into force/ financial guarantee (if required) – whichever is the latest
					Final payment	90 days from receiving periodic report
1	1	36	Periodic report	60 days after end of reporting period		

Prefinancing payments and guarantees:

Prefinancing payment		Prefinancing guarantee		
Type	Amount	Guarantee amount	Division per participant	
Prefinancing 1 (initial)	832 704.60	n/a	1 - KU Leuven	n/a
			2 - NaUKMA	n/a
			3 - UREG	n/a
			4 - ILIAUNI	n/a
			5 - ULILLE	n/a
			6 - UT	n/a
			7 - UHK	n/a
			8 - TU	n/a
			9 - UJ	n/a
			10 - UC	n/a
			11 - UNIKENT	n/a
			12 - BKNUC	n/a
			13 - SH	n/a
			14 - CU	n/a
			15 - UoT	n/a

Reporting and payment modalities (art 21, 22):

Mutual Insurance Mechanism (MIM): No

Restrictions on distribution of initial prefinancing: The prefinancing may be distributed only if the minimum number of beneficiaries set out in the call conditions (if any) have acceded to the Agreement and only to beneficiaries that have acceded.

Interim payment ceiling (if any): 100% of the maximum grant amount

No-profit rule: n/a

Late payment interest: ECB + 3.5%

Bank account for payments:



BE63734019341708

Conversion into euros: n/a

Reporting language: Language of the Agreement

4.3 Certificates (art 24): n/a

4.4 Recoveries (art 22)

First-line liability for recoveries:

Beneficiary termination: Beneficiary concerned

Final payment: Coordinator

After final payment: Beneficiary concerned

Joint and several liability for enforced recoveries (in case of non-payment):

Limited joint and several liability of other beneficiaries — up to the maximum grant amount of the beneficiary

Joint and several liability of affiliated entities — n/a

5. Consequences of non-compliance, applicable law & dispute settlement forum

Applicable law (art 43):

Standard applicable law regime: EU law + law of Belgium

Dispute settlement forum (art 43):

Standard dispute settlement forum:

EU beneficiaries: EU General Court + EU Court of Justice (on appeal)

Non-EU beneficiaries: Courts of Brussels, Belgium (unless an international agreement provides for the enforceability of EU court judgements)

6. Other

Specific rules (Annex 5): Yes

Standard time-limits after project end:

Confidentiality (for X years after final payment): 5

Record-keeping (for X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Reviews (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Audits (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Extension of findings from other grants to this grant (no later than X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

Impact evaluation (up to X years after final payment): 5 (or 3 for grants of not more than EUR 60 000)

CHAPTER 1 GENERAL

ARTICLE 1 — SUBJECT OF THE AGREEMENT

This Agreement sets out the rights and obligations and terms and conditions applicable to the grant awarded for the implementation of the action set out in Chapter 2.

ARTICLE 2 — DEFINITIONS

For the purpose of this Agreement, the following definitions apply:

Actions — The project which is being funded in the context of this Agreement.

Grant — The grant awarded in the context of this Agreement.

EU grants — Grants awarded by EU institutions, bodies, offices or agencies (including EU executive agencies, EU regulatory agencies, EDA, joint undertakings, etc.).

Participants — Entities participating in the action as beneficiaries, affiliated entities, associated partners, third parties giving in-kind contributions, subcontractors or recipients of financial support to third parties.

Beneficiaries (BEN) — The signatories of this Agreement (either directly or through an accession form).

Affiliated entities (AE) — Entities affiliated to a beneficiary within the meaning of Article 187 of EU Financial Regulation 2018/1046⁴ which participate in the action with similar rights and obligations as the beneficiaries (obligation to implement action tasks and right to charge costs and claim contributions).

Associated partners (AP) — Entities which participate in the action, but without the right to charge costs or claim contributions.

Purchases — Contracts for goods, works or services needed to carry out the action (e.g. equipment, consumables and supplies) but which are not part of the action tasks (see Annex 1).

Subcontracting — Contracts for goods, works or services that are part of the action tasks (see Annex 1).

In-kind contributions — In-kind contributions within the meaning of Article 2(36) of EU Financial

⁴ For the definition, see Article 187 Regulation (EU, Euratom) 2018/1046 of the European Parliament and of the Council of 18 July 2018 on the financial rules applicable to the general budget of the Union, amending Regulations (EU) No 1296/2013, (EU) No 1301/2013, (EU) No 1303/2013, (EU) No 1304/2013, (EU) No 1309/2013, (EU) No 1316/2013, (EU) No 223/2014, (EU) No 283/2014, and Decision No 541/2014/EU and repealing Regulation (EU, Euratom) No 966/2012 ('EU Financial Regulation') (OJ L 193, 30.7.2018, p. 1): "**affiliated entities** [are]:

- (a) entities that form a sole beneficiary [(i.e. where an entity is formed of several entities that satisfy the criteria for being awarded a grant, including where the entity is specifically established for the purpose of implementing an action to be financed by a grant)];
- (b) entities that satisfy the eligibility criteria and that do not fall within one of the situations referred to in Article 136(1) and 141(1) and that have a link with the beneficiary, in particular a legal or capital link, which is neither limited to the action nor established for the sole purpose of its implementation".

Regulation 2018/1046, i.e. non-financial resources made available free of charge by third parties.

Fraud — Fraud within the meaning of Article 3 of EU Directive 2017/1371⁵ and Article 1 of the Convention on the protection of the European Communities' financial interests, drawn up by the Council Act of 26 July 1995⁶, as well as any other wrongful or criminal deception intended to result in financial or personal gain.

Irregularities — Any type of breach (regulatory or contractual) which could impact the EU financial interests, including irregularities within the meaning of Article 1(2) of EU Regulation 2988/95⁷.

Grave professional misconduct — Any type of unacceptable or improper behaviour in exercising one's profession, especially by employees, including grave professional misconduct within the meaning of Article 136(1)(c) of EU Financial Regulation 2018/1046.

Applicable EU, international and national law — Any legal acts or other (binding or non-binding) rules and guidance in the area concerned.

Portal — EU Funding & Tenders Portal; electronic portal and exchange system managed by the European Commission and used by itself and other EU institutions, bodies, offices or agencies for the management of their funding programmes (grants, procurements, prizes, etc.).

CHAPTER 2 ACTION

ARTICLE 3 — ACTION

The grant is awarded for the action **101127459 — HER-UKR** ('action'), as described in Annex 1.

ARTICLE 4 — DURATION AND STARTING DATE

The duration and the starting date of the action are set out in the Data Sheet (see Point 1).

CHAPTER 3 GRANT

ARTICLE 5 — GRANT

5.1 Form of grant

⁵ Directive (EU) 2017/1371 of the European Parliament and of the Council of 5 July 2017 on the fight against fraud to the Union's financial interests by means of criminal law (OJ L 198, 28.7.2017, p. 29).

⁶ OJ C 316, 27.11.1995, p. 48.

⁷ Council Regulation (EC, Euratom) No 2988/95 of 18 December 1995 on the protection of the European Communities financial interests (OJ L 312, 23.12.1995, p. 1).

The grant is an action grant⁸ which takes the form of a lump sum grant for the completion of work packages.

5.2 Maximum grant amount

The maximum grant amount is set out in the Data Sheet (see Point 3) and in the estimated budget (Annex 2).

5.3 Funding rate

Not applicable

5.4 Estimated budget, budget categories and forms of funding

The estimated budget for the action (lump sum breakdown) is set out in Annex 2.

It contains the estimated eligible contributions for the action (lump sum contributions), broken down by participant and work package.

Annex 2 also shows the types of contributions (forms of funding)⁹ to be used for each work package.

5.5 Budget flexibility

Budget flexibility does not apply; changes to the estimated budget (lump sum breakdown) always require an amendment (see Article 39).

Amendments for transfers between *work packages* are moreover possible only if:

- the work packages concerned are not already completed (and declared in a financial statement) and
- the transfers are justified by the technical implementation of the action.

ARTICLE 6 — ELIGIBLE AND INELIGIBLE CONTRIBUTIONS

6.1 and 6.2 General and specific eligibility conditions

Lump sum contributions are eligible ('eligible contributions'), if:

- (a) they are set out in Annex 2 and
- (b) the work packages are completed and the work is properly implemented by the beneficiaries and/or the results are achieved, in accordance with Annex 1 and during in the period set out in Article 4 (with the exception of work/results relating to the submission of the final periodic report, which may be achieved afterwards; see Article 21)

They will be calculated on the basis of the amounts set out in Annex 2.

⁸ For the definition, see Article 180(2)(a) EU Financial Regulation 2018/1046: '**action grant**' means an EU grant to finance "an action intended to help achieve a Union policy objective".

⁹ See Article 125 EU Financial Regulation 2018/1046.

6.3 Ineligible contributions

‘Ineligible contributions’ are:

- (a) lump sum contributions that do not comply with the conditions set out above (see Article 6.1 and 6.2)
- (b) lump sum contributions for activities already funded under other EU grants (or grants awarded by an EU Member State, non-EU country or other body implementing the EU budget), except for the following case:
 - (i) Synergy actions: not applicable
- (c) other:
 - (i) country restrictions for eligible costs: not applicable.

6.4 Consequences of non-compliance

If a beneficiary declares lump sum contributions that are ineligible, they will be rejected (see Article 27).

This may also lead to other measures described in Chapter 5.

CHAPTER 4 GRANT IMPLEMENTATION

SECTION 1 CONSORTIUM: BENEFICIARIES, AFFILIATED ENTITIES AND OTHER PARTICIPANTS

ARTICLE 7 — BENEFICIARIES

The beneficiaries, as signatories of the Agreement, are fully responsible towards the granting authority for implementing it and for complying with all its obligations.

They must implement the Agreement to their best abilities, in good faith and in accordance with all the obligations and terms and conditions it sets out.

They must have the appropriate resources to implement the action and implement the action under their own responsibility and in accordance with Article 11. If they rely on affiliated entities or other participants (see Articles 8 and 9), they retain sole responsibility towards the granting authority and the other beneficiaries.

They are jointly responsible for the *technical* implementation of the action. If one of the beneficiaries fails to implement their part of the action, the other beneficiaries must ensure that this part is implemented by someone else (without being entitled to an increase of the maximum grant amount and subject to an amendment; see Article 39). The *financial* responsibility of each beneficiary in case of recoveries is governed by Article 22.

The beneficiaries (and their action) must remain eligible under the EU programme funding the grant

for the entire duration of the action. Lump sum contributions will be eligible only as long as the beneficiary and the action are eligible.

The **internal roles and responsibilities** of the beneficiaries are divided as follows:

(a) Each beneficiary must:

- (i) keep information stored in the Portal Participant Register up to date (see Article 19)
- (ii) inform the granting authority (and the other beneficiaries) immediately of any events or circumstances likely to affect significantly or delay the implementation of the action (see Article 19)
- (iii) submit to the coordinator in good time:
 - the prefinancing guarantees (if required; see Article 23)
 - the financial statements and certificates on the financial statements (CFS): not applicable
 - the contribution to the deliverables and technical reports (see Article 21)
 - any other documents or information required by the granting authority under the Agreement
- (iv) submit via the Portal data and information related to the participation of their affiliated entities.

(b) The coordinator must:

- (i) monitor that the action is implemented properly (see Article 11)
- (ii) act as the intermediary for all communications between the consortium and the granting authority, unless the Agreement or granting authority specifies otherwise, and in particular:
 - submit the prefinancing guarantees to the granting authority (if any)
 - request and review any documents or information required and verify their quality and completeness before passing them on to the granting authority
 - submit the deliverables and reports to the granting authority
 - inform the granting authority about the payments made to the other beneficiaries (report on the distribution of payments; if required, see Articles 22 and 32)
- (iii) distribute the payments received from the granting authority to the other beneficiaries without unjustified delay (see Article 22).

The coordinator may not delegate or subcontract the above-mentioned tasks to any other beneficiary or third party (including affiliated entities).

However, coordinators which are public bodies may delegate the tasks set out in Point (b)(ii) last

indent and (iii) above to entities with ‘authorisation to administer’ which they have created or which are controlled by or affiliated to them. In this case, the coordinator retains sole responsibility for the payments and for compliance with the obligations under the Agreement.

Moreover, coordinators which are ‘sole beneficiaries’¹⁰ (or similar, such as European research infrastructure consortia (ERICs)) may delegate the tasks set out in Point (b)(i) to (iii) above to one of their members. The coordinator retains sole responsibility for compliance with the obligations under the Agreement.

The beneficiaries must have **internal arrangements** regarding their operation and co-ordination, to ensure that the action is implemented properly.

If required by the granting authority (see Data Sheet, Point 1), these arrangements must be set out in a written **consortium agreement** between the beneficiaries, covering for instance:

- the internal organisation of the consortium
- the management of access to the Portal
- different distribution keys for the payments and financial responsibilities in case of recoveries (if any)
- additional rules on rights and obligations related to background and results (see Article 16)
- settlement of internal disputes
- liability, indemnification and confidentiality arrangements between the beneficiaries.

The internal arrangements must not contain any provision contrary to this Agreement.

ARTICLE 8 — AFFILIATED ENTITIES

Not applicable

ARTICLE 9 — OTHER PARTICIPANTS INVOLVED IN THE ACTION

9.1 Associated partners

Not applicable

9.2 Third parties giving in-kind contributions to the action

Other third parties may give in-kind contributions to the action (i.e. personnel, equipment, other goods, works and services, etc. which are free-of-charge), if necessary for the implementation.

Third parties giving in-kind contributions do not implement any action tasks. They may not charge contributions to the action (no lump sum contributions) and the costs for the in-kind contributions are not eligible (may not be included in the estimated budget in Annex 2).

¹⁰ For the definition, see Article 187(2) EU Financial Regulation 2018/1046: “Where several entities satisfy the criteria for being awarded a grant and together form one entity, that entity may be treated as the **sole beneficiary**, including where it is specifically established for the purpose of implementing the action financed by the grant.”

The third parties and their in-kind contributions should be set out in Annex 1.

9.3 Subcontractors

Subcontractors may participate in the action, if necessary for the implementation.

Subcontractors must implement their action tasks in accordance with Article 11. The beneficiaries' costs for subcontracting are considered entirely covered by the lump sum contributions for implementing the work packages (irrespective of the actual subcontracting costs incurred, if any).

The beneficiaries must ensure that their contractual obligations under Articles 11 (proper implementation), 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) also apply to the subcontractors.

The beneficiaries must ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the subcontractors.

9.4 Recipients of financial support to third parties

If the action includes providing financial support to third parties (e.g. grants, prizes or similar forms of support), the beneficiaries must ensure that their contractual obligations under Articles 12 (conflict of interest), 13 (confidentiality and security), 14 (ethics), 17.2 (visibility), 18 (specific rules for carrying out action), 19 (information) and 20 (record-keeping) also apply to the third parties receiving the support (recipients).

The beneficiaries must also ensure that the bodies mentioned in Article 25 (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.) can exercise their rights also towards the recipients.

ARTICLE 10 — PARTICIPANTS WITH SPECIAL STATUS

10.1 Non-EU participants

Participants which are established in a non-EU country (if any) undertake to comply with their obligations under the Agreement and:

- to respect general principles (including fundamental rights, values and ethical principles, environmental and labour standards, rules on classified information, intellectual property rights, visibility of funding and protection of personal data)
- for the submission of certificates under Article 24: use qualified external auditors which are independent and comply with comparable standards as those set out in EU Directive 2006/43/EC¹¹
- for the controls under Article 25: allow for checks, reviews, audits and investigations (including on-the-spot checks, visits and inspections) by the bodies mentioned in that Article (e.g. granting authority, OLAF, Court of Auditors (ECA), etc.).

¹¹ Directive 2006/43/EC of the European Parliament and of the Council of 17 May 2006 on statutory audits of annual accounts and consolidated accounts or similar national regulations (OJ L 157, 9.6.2006, p. 87).

Special rules on dispute settlement apply (see Data Sheet, Point 5).

10.2 Participants which are international organisations

Participants which are international organisations (IOs; if any) undertake to comply with their obligations under the Agreement and:

- to respect general principles (including fundamental rights, values and ethical principles, environmental and labour standards, rules on classified information, intellectual property rights, visibility of funding and protection of personal data)
- for the submission of certificates under Article 24: to use either independent public officers or external auditors which comply with comparable standards as those set out in EU Directive 2006/43/EC
- for the controls under Article 25: to allow for the checks, reviews, audits and investigations by the bodies mentioned in that Article, taking into account the specific agreements concluded by them and the EU (if any).

For such participants, nothing in the Agreement will be interpreted as a waiver of their privileges or immunities, as accorded by their constituent documents or international law.

Special rules on applicable law and dispute settlement apply (see Article 43 and Data Sheet, Point 5).

10.3 Pillar-assessed participants

Pillar-assessed participants (if any) may rely on their own systems, rules and procedures, in so far as they have been positively assessed and do not call into question the decision awarding the grant or breach the principle of equal treatment of applicants or beneficiaries.

‘Pillar-assessment’ means a review by the European Commission on the systems, rules and procedures which participants use for managing EU grants (in particular internal control system, accounting system, external audits, financing of third parties, rules on recovery and exclusion, information on recipients and protection of personal data; see Article 154 EU Financial Regulation 2018/1046).

Participants with a positive pillar assessment may rely on their own systems, rules and procedures, in particular for:

- record-keeping (Article 20): may be done in accordance with internal standards, rules and procedures
- currency conversion for financial statements (Article 21): may be done in accordance with usual accounting practices
- guarantees (Article 23): for public law bodies, prefinancing guarantees are not needed
- certificates (Article 24):
 - certificates on the financial statements (CFS): may be provided by their regular internal or external auditors and in accordance with their internal financial regulations and procedures

- certificates on usual accounting practices (CoMUC): are not needed if those practices are covered by an ex-ante assessment

and use the following specific rules, for:

- recoveries (Article 22): in case of financial support to third parties, there will be no recovery if the participant has done everything possible to retrieve the undue amounts from the third party receiving the support (including legal proceedings) and non-recovery is not due to an error or negligence on its part
- checks, reviews, audits and investigations by the EU (Article 25): will be conducted taking into account the rules and procedures specifically agreed between them and the framework agreement (if any)
- impact evaluation (Article 26): will be conducted in accordance with the participant's internal rules and procedures and the framework agreement (if any)
- grant agreement suspension (Article 31): certain costs incurred during grant suspension are eligible (notably, minimum costs necessary for a possible resumption of the action and costs relating to contracts which were entered into before the pre-information letter was received and which could not reasonably be suspended, reallocated or terminated on legal grounds)
- grant agreement termination (Article 32): the final grant amount and final payment will be calculated taking into account also costs relating to contracts due for execution only after termination takes effect, if the contract was entered into before the pre-information letter was received and could not reasonably be terminated on legal grounds
- liability for damages (Article 33.2): the granting authority must be compensated for damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement only if the damage is due to an infringement of the participant's internal rules and procedures or due to a violation of third parties' rights by the participant or one of its employees or individual for whom the employees are responsible.

Participants whose pillar assessment covers procurement and granting procedures may also do purchases, subcontracting and financial support to third parties (Article 6.2) in accordance with their internal rules and procedures for purchases, subcontracting and financial support.

Participants whose pillar assessment covers data protection rules may rely on their internal standards, rules and procedures for data protection (Article 15).

The participants may however not rely on provisions which would breach the principle of equal treatment of applicants or beneficiaries or call into question the decision awarding the grant, such as in particular:

- eligibility (Article 6)
- consortium roles and set-up (Articles 7-9)
- security and ethics (Articles 13, 14)



- IPR (including background and results, access rights and rights of use), communication, dissemination and visibility (Articles 16 and 17)
- information obligation (Article 19)
- payment, reporting and amendments (Articles 21, 22 and 39)
- rejections, reductions, suspensions and terminations (Articles 27, 28, 29-32)

If the pillar assessment was subject to remedial measures, reliance on the internal systems, rules and procedures is subject to compliance with those remedial measures.

Participants whose assessment has not yet been updated to cover (the new rules on) data protection may rely on their internal systems, rules and procedures, provided that they ensure that personal data is:

- processed lawfully, fairly and in a transparent manner in relation to the data subject
- collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed
- accurate and, where necessary, kept up to date
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed and
- processed in a manner that ensures appropriate security of the personal data.

Participants must inform the coordinator without delay of any changes to the systems, rules and procedures that were part of the pillar assessment. The coordinator must immediately inform the granting authority.

Pillar-assessed participants that have also concluded a framework agreement with the EU, may moreover — under the same conditions as those above (i.e. not call into question the decision awarding the grant or breach the principle of equal treatment of applicants or beneficiaries) — rely on provisions set out in that framework agreement.

SECTION 2 RULES FOR CARRYING OUT THE ACTION

ARTICLE 11 — PROPER IMPLEMENTATION OF THE ACTION

11.1 Obligation to properly implement the action

The beneficiaries must implement the action as described in Annex 1 and in compliance with the provisions of the Agreement, the call conditions and all legal obligations under applicable EU, international and national law.

11.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 12 — CONFLICT OF INTERESTS

12.1 Conflict of interests

The beneficiaries must take all measures to prevent any situation where the impartial and objective implementation of the Agreement could be compromised for reasons involving family, emotional life, political or national affinity, economic interest or any other direct or indirect interest ('conflict of interests').

They must formally notify the granting authority without delay of any situation constituting or likely to lead to a conflict of interests and immediately take all the necessary steps to rectify this situation.

The granting authority may verify that the measures taken are appropriate and may require additional measures to be taken by a specified deadline.

12.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28) and the grant or the beneficiary may be terminated (see Article 32).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 13 — CONFIDENTIALITY AND SECURITY

13.1 Sensitive information

The parties must keep confidential any data, documents or other material (in any form) that is identified as sensitive in writing ('sensitive information') — during the implementation of the action and for at least until the time-limit set out in the Data Sheet (see Point 6).

If a beneficiary requests, the granting authority may agree to keep such information confidential for a longer period.

Unless otherwise agreed between the parties, they may use sensitive information only to implement the Agreement.

The beneficiaries may disclose sensitive information to their personnel or other participants involved in the action only if they:

- (a) need to know it in order to implement the Agreement and
- (b) are bound by an obligation of confidentiality.

The granting authority may disclose sensitive information to its staff and to other EU institutions and bodies.

It may moreover disclose sensitive information to third parties, if:



- (a) this is necessary to implement the Agreement or safeguard the EU financial interests and
- (b) the recipients of the information are bound by an obligation of confidentiality.

The confidentiality obligations no longer apply if:

- (a) the disclosing party agrees to release the other party
- (b) the information becomes publicly available, without breaching any confidentiality obligation
- (c) the disclosure of the sensitive information is required by EU, international or national law.

Specific confidentiality rules (if any) are set out in Annex 5.

13.2 Classified information

The parties must handle classified information in accordance with the applicable EU, international or national law on classified information (in particular, Decision 2015/444¹² and its implementing rules).

Deliverables which contain classified information must be submitted according to special procedures agreed with the granting authority.

Action tasks involving classified information may be subcontracted only after explicit approval (in writing) from the granting authority.

Classified information may not be disclosed to any third party (including participants involved in the action implementation) without prior explicit written approval from the granting authority.

Specific security rules (if any) are set out in Annex 5.

13.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 14 — ETHICS AND VALUES

14.1 Ethics

The action must be carried out in line with the highest ethical standards and the applicable EU, international and national law on ethical principles.

Specific ethics rules (if any) are set out in Annex 5.

14.2 Values

The beneficiaries must commit to and ensure the respect of basic EU values (such as respect for

¹² Commission Decision 2015/444/EC, Euratom of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53).



human dignity, freedom, democracy, equality, the rule of law and human rights, including the rights of minorities).

Specific rules on values (if any) are set out in Annex 5.

14.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 15 — DATA PROTECTION

15.1 Data processing by the granting authority

Any personal data under the Agreement will be processed under the responsibility of the data controller of the granting authority in accordance with and for the purposes set out in the Portal Privacy Statement.

For grants where the granting authority is the European Commission, an EU regulatory or executive agency, joint undertaking or other EU body, the processing will be subject to Regulation 2018/1725¹³.

15.2 Data processing by the beneficiaries

The beneficiaries must process personal data under the Agreement in compliance with the applicable EU, international and national law on data protection (in particular, Regulation 2016/679¹⁴).

They must ensure that personal data is:

- processed lawfully, fairly and in a transparent manner in relation to the data subjects
- collected for specified, explicit and legitimate purposes and not further processed in a manner that is incompatible with those purposes
- adequate, relevant and limited to what is necessary in relation to the purposes for which they are processed
- accurate and, where necessary, kept up to date
- kept in a form which permits identification of data subjects for no longer than is necessary for the purposes for which the data is processed and
- processed in a manner that ensures appropriate security of the data.

¹³ Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC (OJ L 295, 21.11.2018, p. 39).

¹⁴ Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC ('GDPR') (OJ L 119, 4.5.2016, p. 1).

The beneficiaries may grant their personnel access to personal data only if it is strictly necessary for implementing, managing and monitoring the Agreement. The beneficiaries must ensure that the personnel is under a confidentiality obligation.

The beneficiaries must inform the persons whose data are transferred to the granting authority and provide them with the Portal Privacy Statement.

15.3 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 16 — INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS — ACCESS RIGHTS AND RIGHTS OF USE

16.1 Background and access rights to background

The beneficiaries must give each other and the other participants access to the background identified as needed for implementing the action, subject to any specific rules in Annex 5.

‘Background’ means any data, know-how or information — whatever its form or nature (tangible or intangible), including any rights such as intellectual property rights — that is:

- (a) held by the beneficiaries before they acceded to the Agreement and
- (b) needed to implement the action or exploit the results.

If background is subject to rights of a third party, the beneficiary concerned must ensure that it is able to comply with its obligations under the Agreement.

16.2 Ownership of results

The granting authority does not obtain ownership of the results produced under the action.

‘Results’ means any tangible or intangible effect of the action, such as data, know-how or information, whatever its form or nature, whether or not it can be protected, as well as any rights attached to it, including intellectual property rights.

16.3 Rights of use of the granting authority on materials, documents and information received for policy, information, communication, dissemination and publicity purposes

The granting authority has the right to use non-sensitive information relating to the action and materials and documents received from the beneficiaries (notably summaries for publication, deliverables, as well as any other material, such as pictures or audio-visual material, in paper or electronic form) for policy information, communication, dissemination and publicity purposes — during the action or afterwards.

The right to use the beneficiaries’ materials, documents and information is granted in the form of a royalty-free, non-exclusive and irrevocable licence, which includes the following rights:



- (a) **use for its own purposes** (in particular, making them available to persons working for the granting authority or any other EU service (including institutions, bodies, offices, agencies, etc.) or EU Member State institution or body; copying or reproducing them in whole or in part, in unlimited numbers; and communication through press information services)
- (b) **distribution to the public** (in particular, publication as hard copies and in electronic or digital format, publication on the internet, as a downloadable or non-downloadable file, broadcasting by any channel, public display or presentation, communicating through press information services, or inclusion in widely accessible databases or indexes)
- (c) **editing or redrafting** (including shortening, summarising, inserting other elements (e.g. meta-data, legends, other graphic, visual, audio or text elements), extracting parts (e.g. audio or video files), dividing into parts, use in a compilation)
- (d) **translation**
- (e) **storage** in paper, electronic or other form
- (f) **archiving**, in line with applicable document-management rules
- (g) the right to authorise **third parties** to act on its behalf or sub-license to third parties the modes of use set out in Points (b), (c), (d) and (f), if needed for the information, communication and publicity activity of the granting authority and
- (h) **processing**, analysing, aggregating the materials, documents and information received and **producing derivative works**.

The rights of use are granted for the whole duration of the industrial or intellectual property rights concerned.

If materials or documents are subject to moral rights or third party rights (including intellectual property rights or rights of natural persons on their image and voice), the beneficiaries must ensure that they comply with their obligations under this Agreement (in particular, by obtaining the necessary licences and authorisations from the rights holders concerned).

Where applicable, the granting authority will insert the following information:

“© – [year] – [name of the copyright owner]. All rights reserved. Licensed to the [name of granting authority] under conditions.”

16.4 Specific rules on IPR, results and background

Specific rules regarding intellectual property rights, results and background (if any) are set out in Annex 5.

16.5 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such a breach may also lead to other measures described in Chapter 5.

ARTICLE 17 — COMMUNICATION, DISSEMINATION AND VISIBILITY

17.1 Communication — Dissemination — Promoting the action

Unless otherwise agreed with the granting authority, the beneficiaries must promote the action and its results by providing targeted information to multiple audiences (including the media and the public), in accordance with Annex 1 and in a strategic, coherent and effective manner.

Before engaging in a communication or dissemination activity expected to have a major media impact, the beneficiaries must inform the granting authority.

17.2 Visibility — European flag and funding statement

Unless otherwise agreed with the granting authority, communication activities of the beneficiaries related to the action (including media relations, conferences, seminars, information material, such as brochures, leaflets, posters, presentations, etc., in electronic form, via traditional or social media, etc.), dissemination activities and any infrastructure, equipment, vehicles, supplies or major result funded by the grant must acknowledge the EU support and display the European flag (emblem) and funding statement (translated into local languages, where appropriate):



Funded by the
European Union



Co-funded by the
European Union



Funded by the
European Union



Co-funded by the
European Union

The emblem must remain distinct and separate and cannot be modified by adding other visual marks, brands or text.

Apart from the emblem, no other visual identity or logo may be used to highlight the EU support.

When displayed in association with other logos (e.g. of beneficiaries or sponsors), the emblem must be displayed at least as prominently and visibly as the other logos.

For the purposes of their obligations under this Article, the beneficiaries may use the emblem without first obtaining approval from the granting authority. This does not, however, give them the right to



exclusive use. Moreover, they may not appropriate the emblem or any similar trademark or logo, either by registration or by any other means.

17.3 Quality of information — Disclaimer

Any communication or dissemination activity related to the action must use factually accurate information.

Moreover, it must indicate the following disclaimer (translated into local languages where appropriate):

“Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or [name of the granting authority]. Neither the European Union nor the granting authority can be held responsible for them.”

17.4 Specific communication, dissemination and visibility rules

Specific communication, dissemination and visibility rules (if any) are set out in Annex 5.

17.5 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 18 — SPECIFIC RULES FOR CARRYING OUT THE ACTION

18.1 Specific rules for carrying out the action

Specific rules for implementing the action (if any) are set out in Annex 5.

18.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such a breach may also lead to other measures described in Chapter 5.

SECTION 3 GRANT ADMINISTRATION

ARTICLE 19 — GENERAL INFORMATION OBLIGATIONS

19.1 Information requests

The beneficiaries must provide — during the action or afterwards and in accordance with Article 7 — any information requested in order to verify eligibility of the lump sum contributions declared, proper implementation of the action and compliance with the other obligations under the Agreement.

The information provided must be accurate, precise and complete and in the format requested, including electronic format.

19.2 Participant Register data updates

The beneficiaries must keep — at all times, during the action or afterwards — their information stored in the Portal Participant Register up to date, in particular, their name, address, legal representatives, legal form and organisation type.

19.3 Information about events and circumstances which impact the action

The beneficiaries must immediately inform the granting authority (and the other beneficiaries) of any of the following:

- (a) **events** which are likely to affect or delay the implementation of the action or affect the EU's financial interests, in particular:
 - (i) changes in their legal, financial, technical, organisational or ownership situation (including changes linked to one of the exclusion grounds listed in the declaration of honour signed before grant signature)
 - (ii) linked action information: not applicable
- (b) **circumstances** affecting:
 - (i) the decision to award the grant or
 - (ii) compliance with requirements under the Agreement.

19.4 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 20 — RECORD-KEEPING

20.1 Keeping records and supporting documents

The beneficiaries must — at least until the time-limit set out in the Data Sheet (see Point 6) — keep records and other supporting documents to prove the proper implementation of the action (proper implementation of the work and/or achievement of the results as described in Annex 1) in line with the accepted standards in the respective field (if any); beneficiaries do not need to keep specific records on the actual costs incurred.

The records and supporting documents must be made available upon request (see Article 19) or in the context of checks, reviews, audits or investigations (see Article 25).

If there are on-going checks, reviews, audits, investigations, litigation or other pursuits of claims under the Agreement (including the extension of findings; see Article 25), the beneficiaries must keep these records and other supporting documentation until the end of these procedures.

The beneficiaries must keep the original documents. Digital and digitalised documents are considered

originals if they are authorised by the applicable national law. The granting authority may accept non-original documents if they offer a comparable level of assurance.

20.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, lump sum contributions insufficiently substantiated will be ineligible (see Article 6) and will be rejected (see Article 27), and the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 21 — REPORTING

21.1 Continuous reporting

The beneficiaries must continuously report on the progress of the action (e.g. **deliverables, milestones, outputs/outcomes, critical risks, indicators**, etc; if any), in the Portal Continuous Reporting tool and in accordance with the timing and conditions it sets out (as agreed with the granting authority).

Standardised deliverables (e.g. progress reports not linked to payments, reports on cumulative expenditure, special reports, etc; if any) must be submitted using the templates published on the Portal.

21.2 Periodic reporting: Technical reports and financial statements

In addition, the beneficiaries must provide reports to request payments, in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2):

- for additional prefinancings (if any): **an additional prefinancing report**
- for interim payments (if any) and the final payment: a **periodic report**

The prefinancing and periodic reports include a technical and financial part.

The technical part includes an overview of the action implementation. It must be prepared using the template available in the Portal Periodic Reporting tool.

The financial part of the additional prefinancing report includes a statement on the use of the previous prefinancing payment.

The financial part of the periodic report includes:

- the financial statement (consolidated statement for the consortium)
- the explanation on the use of resources (or detailed cost reporting table): not applicable
- the certificates on the financial statements (CFS): not applicable.

The **financial statement** must contain the lump sum contributions indicated in Annex 2, for the work packages that were completed during the reporting period.

For the last reporting period, the beneficiaries may exceptionally also declare partial lump sum

contributions for work packages that were not completed (e.g. due to force majeure or technical impossibility).

Lump sum contributions which are not declared in a financial statement will not be taken into account by the granting authority.

By signing the financial statement (directly in the Portal Periodic Reporting tool), the coordinator confirms (on behalf of the consortium) that:

- the information provided is complete, reliable and true
- the lump sum contributions declared are eligible (in particular, the work packages have been completed, that the work has been properly implemented and/or the results were achieved in accordance with Annex 1; see Article 6)
- the proper implementation and/or achievement can be substantiated by adequate records and supporting documents (see Article 20) that will be produced upon request (see Article 19) or in the context of checks, reviews, audits and investigations (see Article 25).

In case of recoveries (see Article 22), beneficiaries will be held responsible also for the lump sum contributions declared for their affiliated entities (if any).

21.3 Currency for financial statements and conversion into euros

The financial statements must be drafted in euro.

21.4 Reporting language

The reporting must be in the language of the Agreement, unless otherwise agreed with the granting authority (see Data Sheet, Point 4.2).

21.5 Consequences of non-compliance

If a report submitted does not comply with this Article, the granting authority may suspend the payment deadline (see Article 29) and apply other measures described in Chapter 5.

If the coordinator breaches its reporting obligations, the granting authority may terminate the grant or the coordinator's participation (see Article 32) or apply other measures described in Chapter 5.

ARTICLE 22 — PAYMENTS AND RECOVERIES — CALCULATION OF AMOUNTS DUE

22.1 Payments and payment arrangements

Payments will be made in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2).

They will be made in euro to the bank account indicated by the coordinator (see Data Sheet, Point 4.2) and must be distributed without unjustified delay (restrictions may apply to distribution of the initial prefinancing payment; see Data Sheet, Point 4.2).

Payments to this bank account will discharge the granting authority from its payment obligation.

The cost of payment transfers will be borne as follows:

- the granting authority bears the cost of transfers charged by its bank
- the beneficiary bears the cost of transfers charged by its bank
- the party causing a repetition of a transfer bears all costs of the repeated transfer.

Payments by the granting authority will be considered to have been carried out on the date when they are debited to its account.

22.2 Recoveries

Recoveries will be made, if — at beneficiary termination, final payment or afterwards — it turns out that the granting authority has paid too much and needs to recover the amounts undue.

The general liability regime for recoveries (first-line liability) is as follows: At final payment, the coordinator will be fully liable for recoveries, even if it has not been the final recipient of the undue amounts. At beneficiary termination or after final payment, recoveries will be made directly against the beneficiaries concerned.

Beneficiaries will be fully liable for repaying the debts of their affiliated entities.

In case of enforced recoveries (see Article 22.4):

- the beneficiaries will be jointly and severally liable for repaying debts of another beneficiary under the Agreement (including late-payment interest), if required by the granting authority (see Data Sheet, Point 4.4)
- affiliated entities will be held liable for repaying debts of their beneficiaries under the Agreement (including late-payment interest), if required by the granting authority (see Data Sheet, Point 4.4).

22.3 Amounts due

22.3.1 Prefinancing payments

The aim of the prefinancing is to provide the beneficiaries with a float.

It remains the property of the EU until the final payment.

For **initial prefinancings** (if any), the amount due, schedule and modalities are set out in the Data Sheet (see Point 4.2).

For **additional prefinancings** (if any), the amount due, schedule and modalities are also set out in the Data Sheet (see Point 4.2). However, if the statement on the use of the previous prefinancing payment shows that less than 70% was used, the amount set out in the Data Sheet will be reduced by the difference between the 70% threshold and the amount used.

Prefinancing payments (or parts of them) may be offset (without the beneficiaries' consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency,

offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

22.3.2 Amount due at beneficiary termination — Recovery

In case of beneficiary termination, the granting authority will determine the provisional amount due for the beneficiary concerned.

This will be done on the basis of work packages already completed in previous interim payments. Payments for ongoing/not yet completed work packages which the beneficiary was working on before termination (if any) will therefore be made only later on, with the next interim or final payments when those work packages have been completed.

The **amount due** will be calculated in the following step:

Step 1 — Calculation of the total accepted EU contribution

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the ‘accepted EU contribution’ for the beneficiary, on the basis of the beneficiary’s lump sum contributions for the work packages which were approved in previous interim payments.

After that, the granting authority will take into account grant reductions (if any). The resulting amount is the ‘total accepted EU contribution’ for the beneficiary.

The **balance** is then calculated by deducting the payments received (if any; see report on the distribution of payments in Article 32), from the total accepted EU contribution:

$$\begin{aligned} & \{ \text{total accepted EU contribution for the beneficiary} \\ & \text{minus} \\ & \{ \text{prefinancing and interim payments received (if any)} \} \}. \end{aligned}$$

If the balance is **negative**, it will be **recovered** in accordance with the following procedure:

The granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to recover, the amount due, the amount to be recovered and the reasons why and
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered and ask this amount to be paid to the coordinator (**confirmation letter**).

22.3.3 Interim payments



Interim payments reimburse the eligible lump sum contributions claimed for work packages implemented during the reporting periods (if any).

Interim payments (if any) will be made in accordance with the schedule and modalities set out the Data Sheet (see Point 4.2).

Payment is subject to the approval of the periodic report and the work packages declared. Their approval does not imply recognition of compliance, authenticity, completeness or correctness of their content.

Incomplete work packages and work packages that have not been delivered or cannot be approved will be rejected (see Article 27).

The **interim payment** will be calculated by the granting authority in the following steps:

Step 1 — Calculation of the total accepted EU contribution

Step 2 — Limit to the interim payment ceiling

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the ‘accepted EU contribution’ for the action for the reporting period, by calculating the lump sum contributions for the approved work packages.

After that, the granting authority will take into account grant reductions from beneficiary termination (if any). The resulting amount is the ‘total accepted EU contribution’.

Step 2 — Limit to the interim payment ceiling

The resulting amount is then capped to ensure that the total amount of prefinancing and interim payments (if any) does not exceed the interim payment ceiling set out in the Data Sheet (see Point 4.2).

Interim payments (or parts of them) may be offset (without the beneficiaries’ consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

22.3.4 Final payment — Final grant amount — Revenues and Profit — Recovery

The final payment (payment of the balance) reimburses the remaining eligible lump sum contributions claimed for the implemented work packages (if any).

The final payment will be made in accordance with the schedule and modalities set out in the Data Sheet (see Point 4.2).

Payment is subject to the approval of the final periodic report and the work packages declared. Their approval does not imply recognition of compliance, authenticity, completeness or correctness of their content.

Work packages (or parts of them) that have not been delivered or cannot be approved will be rejected (see Article 27).

The **final grant amount for the action** will be calculated in the following steps:

Step 1 — Calculation of the total accepted EU contribution

Step 2 — Limit to the maximum grant amount

Step 3 — Reduction due to the no-profit rule

Step 1 — Calculation of the total accepted EU contribution

The granting authority will first calculate the ‘accepted EU contribution’ for the action for all reporting periods, by calculating the lump sum contributions for the approved work packages.

After that, the granting authority will take into account grant reductions (if any). The resulting amount is the ‘total accepted EU contribution’.

Step 2 — Limit to the maximum grant amount

Not applicable

Step 3 — Reduction due to the no-profit rule

Not applicable

The **balance** (final payment) is then calculated by deducting the total amount of prefinancing and interim payments already made (if any), from the final grant amount:

$$\begin{aligned} &\{\text{final grant amount} \\ &\text{minus} \\ &\{\text{prefinancing and interim payments made (if any)}\}\}. \end{aligned}$$

If the balance is **positive**, it will be **paid** to the coordinator.

The final payment (or part of it) may be offset (without the beneficiaries’ consent) against amounts owed by a beneficiary to the granting authority — up to the amount due to that beneficiary.

For grants where the granting authority is the European Commission or an EU executive agency, offsetting may also be done against amounts owed to other Commission services or executive agencies.

Payments will not be made if the payment deadline or payments are suspended (see Articles 29 and 30).

If the balance is **negative**, it will be **recovered** in accordance with the following procedure:

The granting authority will send a **pre-information letter** to the coordinator:

- formally notifying the intention to recover, the final grant amount, the amount to be recovered and the reasons why

- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered (**confirmation letter**), together with a **debit note** with the terms and date for payment.

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

22.3.5 Audit implementation after final payment — Revised final grant amount — Recovery

If — after the final payment (in particular, after checks, reviews, audits or investigations; see Article 25) — the granting authority rejects lump sum contributions (see Article 27) or reduces the grant (see Article 28), it will calculate the **revised final grant amount** for the beneficiary concerned.

The **beneficiary revised final grant amount** will be calculated in the following step:

Step 1 — Calculation of the revised total accepted EU contribution

Step 1 — Calculation of the revised total accepted EU contribution

The granting authority will first calculate the ‘revised accepted EU contribution’ for the beneficiary, by calculating the ‘revised accepted contributions’.

After that, it will take into account grant reductions (if any). The resulting ‘revised total accepted EU contribution’ is the beneficiary revised final grant amount.

If the revised final grant amount is lower than the beneficiary’s final grant amount (i.e. its share in the final grant amount for the action), it will be **recovered** in accordance with the following procedure:

The **beneficiary final grant amount** (i.e. share in the final grant amount for the action) is calculated as follows:

$$\left\{ \begin{array}{l} \text{total accepted EU contribution for the beneficiary} \\ \text{divided by} \\ \text{total accepted EU contribution for the action} \end{array} \right\} \times \left\{ \begin{array}{l} \text{final grant amount for the action} \end{array} \right\}$$

The granting authority will send a **pre-information letter** to the beneficiary concerned:

- formally notifying the intention to recover, the amount to be recovered and the reasons why and
- requesting observations within 30 days of receiving notification.

If no observations are submitted (or the granting authority decides to pursue recovery despite the observations it has received), it will confirm the amount to be recovered (**confirmation letter**), together with a **debit note** with the terms and the date for payment.

Recoveries against affiliated entities (if any) will be handled through their beneficiaries.

If payment is not made by the date specified in the debit note, the granting authority will **enforce recovery** in accordance with Article 22.4.

22.4 Enforced recovery

If payment is not made by the date specified in the debit note, the amount due will be recovered:

- (a) by offsetting the amount — without the coordinator or beneficiary's consent — against any amounts owed to the coordinator or beneficiary by the granting authority.

In exceptional circumstances, to safeguard the EU financial interests, the amount may be offset before the payment date specified in the debit note.

For grants where the granting authority is the European Commission or an EU executive agency, debts may also be offset against amounts owed by other Commission services or executive agencies.

- (b) by drawing on the financial guarantee(s) (if any)
- (c) by holding other beneficiaries jointly and severally liable (if any; see Data Sheet, Point 4.4)
- (d) by holding affiliated entities jointly and severally liable (if any, see Data Sheet, Point 4.4)
- (e) by taking legal action (see Article 43) or, provided that the granting authority is the European Commission or an EU executive agency, by adopting an enforceable decision under Article 299 of the Treaty on the Functioning of the EU (TFEU) and Article 100(2) of EU Financial Regulation 2018/1046.

The amount to be recovered will be increased by **late-payment interest** at the rate set out in Article 23.5, from the day following the payment date in the debit note, up to and including the date the full payment is received.

Partial payments will be first credited against expenses, charges and late-payment interest and then against the principal.

Bank charges incurred in the recovery process will be borne by the beneficiary, unless Directive 2015/2366¹⁵ applies.

For grants where the granting authority is an EU executive agency, enforced recovery by offsetting or enforceable decision will be done by the services of the European Commission (see also Article 43).

22.5 Consequences of non-compliance

22.5.1 If the granting authority does not pay within the payment deadlines (see above), the beneficiaries are entitled to **late-payment interest** at the reference rate applied by the European Central Bank (ECB) for its main refinancing operations in euros, plus the percentage specified in the Data Sheet (Point 4.2). The ECB reference rate to be used is the rate in force on the first day of the

¹⁵ Directive (EU) 2015/2366 of the European Parliament and of the Council of 25 November 2015 on payment services in the internal market, amending Directives 2002/65/EC, 2009/110/EC and 2013/36/EU and Regulation (EU) No 1093/2010, and repealing Directive 2007/64/EC (OJ L 337, 23.12.2015, p. 35).



month in which the payment deadline expires, as published in the C series of the *Official Journal of the European Union*.

If the late-payment interest is lower than or equal to EUR 200, it will be paid to the coordinator only on request submitted within two months of receiving the late payment.

Late-payment interest is not due if all beneficiaries are EU Member States (including regional and local government authorities or other public bodies acting on behalf of a Member State for the purpose of this Agreement).

If payments or the payment deadline are suspended (see Articles 29 and 30), payment will not be considered as late.

Late-payment interest covers the period running from the day following the due date for payment (see above), up to and including the date of payment.

Late-payment interest is not considered for the purposes of calculating the final grant amount.

22.5.2 If the coordinator breaches any of its obligations under this Article, the grant may be reduced (see Article 28) and the grant or the coordinator may be terminated (see Article 32).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 23 — GUARANTEES

23.1 Prefinancing guarantee

If required by the granting authority (see Data Sheet, Point 4.2), the beneficiaries must provide (one or more) prefinancing guarantee(s) in accordance with the timing and the amounts set out in the Data Sheet.

The coordinator must submit them to the granting authority in due time before the prefinancing they are linked to.

The guarantees must be drawn up using the template published on the Portal and fulfil the following conditions:

- (a) be provided by a bank or approved financial institution established in the EU or — if requested by the coordinator and accepted by the granting authority — by a third party or a bank or financial institution established outside the EU offering equivalent security
- (b) the guarantor stands as first-call guarantor and does not require the granting authority to first have recourse against the principal debtor (i.e. the beneficiary concerned) and
- (c) remain explicitly in force until the final payment and, if the final payment takes the form of a recovery, until five months after the debit note is notified to a beneficiary.

They will be released within the following month.

23.2 Consequences of non-compliance

If the beneficiaries breach their obligation to provide the prefinancing guarantee, the prefinancing will not be paid.

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 24 — CERTIFICATES

Not applicable

ARTICLE 25 — CHECKS, REVIEWS, AUDITS AND INVESTIGATIONS — EXTENSION OF FINDINGS

25.1 Granting authority checks, reviews and audits

25.1.1 Internal checks

The granting authority may — during the action or afterwards — check the proper implementation of the action and compliance with the obligations under the Agreement, including assessing lump sum contributions, deliverables and reports.

25.1.2 Project reviews

The granting authority may carry out reviews on the proper implementation of the action and compliance with the obligations under the Agreement (general project reviews or specific issues reviews).

Such project reviews may be started during the implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the coordinator or beneficiary concerned and will be considered to start on the date of the notification.

If needed, the granting authority may be assisted by independent, outside experts. If it uses outside experts, the coordinator or beneficiary concerned will be informed and have the right to object on grounds of commercial confidentiality or conflict of interest.

The coordinator or beneficiary concerned must cooperate diligently and provide — within the deadline requested — any information and data in addition to deliverables and reports already submitted. The granting authority may request beneficiaries to provide such information to it directly. Sensitive information and documents will be treated in accordance with Article 13.

The coordinator or beneficiary concerned may be requested to participate in meetings, including with the outside experts.

For **on-the-spot visits**, the beneficiary concerned must allow access to sites and premises (including to the outside experts) and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the review findings, a **project review report** will be drawn up.

The granting authority will formally notify the project review report to the coordinator or beneficiary concerned, which has 30 days from receiving notification to make observations.



Project reviews (including project review reports) will be in the language of the Agreement.

25.1.3 Audits

The granting authority may carry out audits on the proper implementation of the action and compliance with the obligations under the Agreement.

Such audits may be started during the implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the beneficiary concerned and will be considered to start on the date of the notification.

The granting authority may use its own audit service, delegate audits to a centralised service or use external audit firms. If it uses an external firm, the beneficiary concerned will be informed and have the right to object on grounds of commercial confidentiality or conflict of interest.

The beneficiary concerned must cooperate diligently and provide — within the deadline requested — any information (including complete accounts, individual salary statements or other personal data) to verify compliance with the Agreement. Sensitive information and documents will be treated in accordance with Article 13.

For **on-the-spot** visits, the beneficiary concerned must allow access to sites and premises (including for the external audit firm) and must ensure that information requested is readily available.

Information provided must be accurate, precise and complete and in the format requested, including electronic format.

On the basis of the audit findings, a **draft audit report** will be drawn up.

The auditors will formally notify the draft audit report to the beneficiary concerned, which has 30 days from receiving notification to make observations (contradictory audit procedure).

The **final audit report** will take into account observations by the beneficiary concerned and will be formally notified to them.

Audits (including audit reports) will be in the language of the Agreement.

25.2 European Commission checks, reviews and audits in grants of other granting authorities

Where the granting authority is not the European Commission, the latter has the same rights of checks, reviews and audits as the granting authority.

25.3 Access to records for assessing simplified forms of funding

The beneficiaries must give the European Commission access to their statutory records for the periodic assessment of simplified forms of funding which are used in EU programmes.

25.4 OLAF, EPPO and ECA audits and investigations

The following bodies may also carry out checks, reviews, audits and investigations — during the action or afterwards:

- the European Anti-Fraud Office (OLAF) under Regulations No 883/2013¹⁶ and No 2185/96¹⁷
- the European Public Prosecutor's Office (EPPO) under Regulation 2017/1939
- the European Court of Auditors (ECA) under Article 287 of the Treaty on the Functioning of the EU (TFEU) and Article 257 of EU Financial Regulation 2018/1046.

If requested by these bodies, the beneficiary concerned must provide full, accurate and complete information in the format requested (including complete accounts, individual salary statements or other personal data, including in electronic format) and allow access to sites and premises for on-the-spot visits or inspections — as provided for under these Regulations.

To this end, the beneficiary concerned must keep all relevant information relating to the action, at least until the time-limit set out in the Data Sheet (Point 6) and, in any case, until any ongoing checks, reviews, audits, investigations, litigation or other pursuits of claims have been concluded.

25.5 Consequences of checks, reviews, audits and investigations — Extension of findings

25.5.1 Consequences of checks, reviews, audits and investigations in this grant

Findings in checks, reviews, audits or investigations carried out in the context of this grant may lead to rejections (see Article 27), grant reduction (see Article 28) or other measures described in Chapter 5.

Rejections or grant reductions after the final payment will lead to a revised final grant amount (see Article 22).

Findings in checks, reviews, audits or investigations during the action implementation may lead to a request for amendment (see Article 39), to change the description of the action set out in Annex 1.

Checks, reviews, audits or investigations that find systemic or recurrent errors, irregularities, fraud or breach of obligations in any EU grant may also lead to consequences in other EU grants awarded under similar conditions ('extension to other grants').

Moreover, findings arising from an OLAF or EPPO investigation may lead to criminal prosecution under national law.

25.5.2 Extension from other grants

Findings of checks, reviews, audits or investigations in other grants may be extended to this grant, if:

- (a) the beneficiary concerned is found, in other EU grants awarded under similar conditions, to have committed systemic or recurrent errors, irregularities, fraud or breach of obligations that have a material impact on this grant and
- (b) those findings are formally notified to the beneficiary concerned — together with the list of

¹⁶ Regulation (EU, Euratom) No 883/2013 of the European Parliament and of the Council of 11 September 2013 concerning investigations conducted by the European Anti-Fraud Office (OLAF) and repealing Regulation (EC) No 1073/1999 of the European Parliament and of the Council and Council Regulation (Euratom) No 1074/1999 (OJ L 248, 18/09/2013, p. 1).

¹⁷ Council Regulation (Euratom, EC) No 2185/96 of 11 November 1996 concerning on-the-spot checks and inspections carried out by the Commission in order to protect the European Communities' financial interests against fraud and other irregularities (OJ L 292, 15/11/1996, p. 2).

grants affected by the findings — within the time-limit for audits set out in the Data Sheet (see Point 6).

The granting authority will formally notify the beneficiary concerned of the intention to extend the findings and the list of grants affected.

If the extension concerns **rejections of lump sum contributions**: the notification will include:

- (a) an invitation to submit observations on the list of grants affected by the findings
- (b) the request to submit revised financial statements for all grants affected
- (c) the correction rate for extrapolation, established on the basis of the systemic or recurrent errors, to calculate the amounts to be rejected, if the beneficiary concerned:
 - (i) considers that the submission of revised financial statements is not possible or practicable or
 - (ii) does not submit revised financial statements.

If the extension concerns **grant reductions**: the notification will include:

- (a) an invitation to submit observations on the list of grants affected by the findings and
- (b) the **correction rate for extrapolation**, established on the basis of the systemic or recurrent errors and the principle of proportionality.

The beneficiary concerned has **60 days** from receiving notification to submit observations, revised financial statements or to propose a duly substantiated **alternative correction method/rate**.

On the basis of this, the granting authority will analyse the impact and decide on the implementation (i.e. start rejection or grant reduction procedures, either on the basis of the revised financial statements or the announced/alternative method/rate or a mix of those; see Articles 27 and 28).

25.6 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, lump sum contributions insufficiently substantiated will be ineligible (see Article 6) and will be rejected (see Article 27), and the grant may be reduced (see Article 28).

Such breaches may also lead to other measures described in Chapter 5.

ARTICLE 26 — IMPACT EVALUATIONS

26.1 Impact evaluation

The granting authority may carry out impact evaluations of the action, measured against the objectives and indicators of the EU programme funding the grant.

Such evaluations may be started during implementation of the action and until the time-limit set out in the Data Sheet (see Point 6). They will be formally notified to the coordinator or beneficiaries and will be considered to start on the date of the notification.



If needed, the granting authority may be assisted by independent outside experts.

The coordinator or beneficiaries must provide any information relevant to evaluate the impact of the action, including information in electronic format.

26.2 Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the granting authority may apply the measures described in Chapter 5.

CHAPTER 5 CONSEQUENCES OF NON-COMPLIANCE

SECTION 1 REJECTIONS AND GRANT REDUCTION

ARTICLE 27 — REJECTION OF CONTRIBUTIONS

27.1 Conditions

The granting authority will — at interim payment, final payment or afterwards — reject any lump sum contributions which are ineligible (see Article 6), in particular following checks, reviews, audits or investigations (see Article 25).

The rejection may also be based on the extension of findings from other grants to this grant (see Article 25).

Ineligible lump sum contributions will be rejected.

27.2 Procedure

If the rejection does not lead to a recovery, the granting authority will formally notify the coordinator or beneficiary concerned of the rejection, the amounts and the reasons why. The coordinator or beneficiary concerned may — within 30 days of receiving notification — submit observations if it disagrees with the rejection (payment review procedure).

If the rejection leads to a recovery, the granting authority will follow the contradictory procedure with pre-information letter set out in Article 22.

27.3 Effects

If the granting authority rejects lump sum contributions, it will deduct them from the lump sum contributions declared and then calculate the amount due (and, if needed, make a recovery; see Article 22).

ARTICLE 28 — GRANT REDUCTION

28.1 Conditions

The granting authority may — at beneficiary termination, final payment or afterwards — reduce the grant for a beneficiary, if:



- (a) the beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or
- (b) the beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5).

The amount of the reduction will be calculated for each beneficiary concerned and proportionate to the seriousness and the duration of the errors, irregularities or fraud or breach of obligations, by applying an individual reduction rate to their accepted EU contribution.

28.2 Procedure

If the grant reduction does not lead to a recovery, the granting authority will formally notify the coordinator or beneficiary concerned of the reduction, the amount to be reduced and the reasons why. The coordinator or beneficiary concerned may — within 30 days of receiving notification — submit observations if it disagrees with the reduction (payment review procedure).

If the grant reduction leads to a recovery, the granting authority will follow the contradictory procedure with pre-information letter set out in Article 22.

28.3 Effects

If the granting authority reduces the grant, it will deduct the reduction and then calculate the amount due (and, if needed, make a recovery; see Article 22).

SECTION 2 SUSPENSION AND TERMINATION

ARTICLE 29 — PAYMENT DEADLINE SUSPENSION

29.1 Conditions

The granting authority may — at any moment — suspend the payment deadline if a payment cannot be processed because:

- (a) the required report (see Article 21) has not been submitted or is not complete or additional information is needed
- (b) there are doubts about the amount to be paid (e.g. ongoing extension procedure, queries about eligibility, need for a grant reduction, etc.) and additional checks, reviews, audits or investigations are necessary, or



- (c) there are other issues affecting the EU financial interests.

29.2 Procedure

The granting authority will formally notify the coordinator of the suspension and the reasons why.

The suspension will **take effect** the day the notification is sent.

If the conditions for suspending the payment deadline are no longer met, the suspension will be **lifted** — and the remaining time to pay (see Data Sheet, Point 4.2) will resume.

If the suspension exceeds two months, the coordinator may request the granting authority to confirm if the suspension will continue.

If the payment deadline has been suspended due to the non-compliance of the report and the revised report is not submitted (or was submitted but is also rejected), the granting authority may also terminate the grant or the participation of the coordinator (see Article 32).

ARTICLE 30 — PAYMENT SUSPENSION

30.1 Conditions

The granting authority may — at any moment — suspend payments, in whole or in part for one or more beneficiaries, if:

- (a) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed or is suspected of having committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or
- (b) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5).

If payments are suspended for one or more beneficiaries, the granting authority will make partial payment(s) for the part(s) not suspended. If suspension concerns the final payment, the payment (or recovery) of the remaining amount after suspension is lifted will be considered to be the payment that closes the action.

30.2 Procedure

Before suspending payments, the granting authority will send a **pre-information letter** to the beneficiary concerned:



- formally notifying the intention to suspend payments and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the suspension (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

At the end of the suspension procedure, the granting authority will also inform the coordinator.

The suspension will **take effect** the day after the confirmation notification is sent.

If the conditions for resuming payments are met, the suspension will be **lifted**. The granting authority will formally notify the beneficiary concerned (and the coordinator) and set the suspension end date.

During the suspension, no prefinancing will be paid to the beneficiaries concerned. For interim payments, the periodic reports for all reporting periods except the last one (see Article 21) must not contain any financial statements from the beneficiary concerned (or its affiliated entities). The coordinator must include them in the next periodic report after the suspension is lifted or — if suspension is not lifted before the end of the action — in the last periodic report.

ARTICLE 31 — GRANT AGREEMENT SUSPENSION

31.1 Consortium-requested GA suspension

31.1.1 Conditions and procedure

The beneficiaries may request the suspension of the grant or any part of it, if exceptional circumstances — in particular *force majeure* (see Article 35) — make implementation impossible or excessively difficult.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the date the suspension takes effect; this date may be before the date of the submission of the amendment request and
- the expected date of resumption.

The suspension will **take effect** on the day specified in the amendment.

Once circumstances allow for implementation to resume, the coordinator must immediately request another **amendment** of the Agreement to set the suspension end date, the resumption date (one day after suspension end date), extend the duration and make other changes necessary to adapt the action to the new situation (see Article 39) — unless the grant has been terminated (see Article 32). The suspension will be **lifted** with effect from the suspension end date set out in the amendment. This date may be before the date of the submission of the amendment request.

During the suspension, no prefinancing will be paid. Moreover, no work may be done. Ongoing work packages must be interrupted and no new work packages may be started.

31.2 EU-initiated GA suspension

31.2.1 Conditions

The granting authority may suspend the grant or any part of it, if:

- (a) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed or is suspected of having committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.), or
- (b) a beneficiary (or a person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5)
- (c) other:
 - (i) linked action issues: not applicable
 - (ii) additional GA suspension grounds: not applicable.

31.2.2 Procedure

Before suspending the grant, the granting authority will send a **pre-information letter** to the coordinator:

- formally notifying the intention to suspend the grant and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the suspension (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

The suspension will **take effect** the day after the confirmation notification is sent (or on a later date specified in the notification).

Once the conditions for resuming implementation of the action are met, the granting authority will formally notify the coordinator a **lifting of suspension letter**, in which it will set the suspension end date and invite the coordinator to request an amendment of the Agreement to set the resumption date (one day after suspension end date), extend the duration and make other changes necessary to adapt the action to the new situation (see Article 39) — unless the grant has been terminated (see Article 32). The suspension will be **lifted** with effect from the suspension end date set out in the lifting of suspension letter. This date may be before the date on which the letter is sent.

During the suspension, no prefinancing will be paid. Moreover, no work may be done. Ongoing work packages must be interrupted and no new work packages may be started.

The beneficiaries may not claim damages due to suspension by the granting authority (see Article 33).

Grant suspension does not affect the granting authority's right to terminate the grant or a beneficiary (see Article 32) or reduce the grant (see Article 28).

ARTICLE 32 — GRANT AGREEMENT OR BENEFICIARY TERMINATION

32.1 Consortium-requested GA termination

32.1.1 Conditions and procedure

The beneficiaries may request the termination of the grant.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the date the consortium ends work on the action ('end of work date') and
- the date the termination takes effect ('termination date'); this date must be after the date of the submission of the amendment request.

The termination will **take effect** on the termination date specified in the amendment.

If no reasons are given or if the granting authority considers the reasons do not justify termination, it may consider the grant terminated improperly.

32.1.2 Effects

The coordinator must — within 60 days from when termination takes effect — submit a **periodic report** (for the open reporting period until termination).

The granting authority will calculate the final grant amount and final payment on the basis of the report submitted and taking into account the lump sum contributions for activities implemented before the end of work date (see Article 22). Partial lump sum contributions for work packages that were not completed (e.g. due to technical reasons) may exceptionally be taken into account.

If the granting authority does not receive the report within the deadline, only lump sum contributions which are included in an approved periodic report will be taken into account (no contributions if no periodic report was ever approved).

Improper termination may lead to a grant reduction (see Article 28).

After termination, the beneficiaries' obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

32.2 Consortium-requested beneficiary termination

32.2.1 Conditions and procedure

The coordinator may request the termination of the participation of one or more beneficiaries, on request of the beneficiary concerned or on behalf of the other beneficiaries.

The coordinator must submit a request for **amendment** (see Article 39), with:

- the reasons why
- the opinion of the beneficiary concerned (or proof that this opinion has been requested in writing)
- the date the beneficiary ends work on the action ('end of work date')
- the date the termination takes effect ('termination date'); this date must be after the date of the submission of the amendment request.

If the termination concerns the coordinator and is done without its agreement, the amendment request must be submitted by another beneficiary (acting on behalf of the consortium).

The termination will **take effect** on the termination date specified in the amendment.

If no information is given or if the granting authority considers that the reasons do not justify termination, it may consider the beneficiary to have been terminated improperly.

32.2.2 Effects

The coordinator must — within 60 days from when termination takes effect — submit:

- (i) a **report on the distribution of payments** to the beneficiary concerned
- (ii) a **termination report** from the beneficiary concerned, for the open reporting period until termination, containing an overview of the progress of the work
- (iii) a second **request for amendment** (see Article 39) with other amendments needed (e.g. reallocation of the tasks and the estimated budget of the terminated beneficiary; addition of a new beneficiary to replace the terminated beneficiary; change of coordinator, etc.).

The granting authority will calculate the amount due to the beneficiary on the basis of the reports submitted in previous interim payments (i.e. beneficiary's lump sum contributions for completed and approved work packages).

Lump sum contributions for ongoing/not yet completed work packages will have to be included in the periodic report for the next reporting periods when those work packages have been completed.

If the granting authority does not receive the report on the distribution of payments within the deadline, it will consider that:

- the coordinator did not distribute any payment to the beneficiary concerned and that
- the beneficiary concerned must not repay any amount to the coordinator.

If the second request for amendment is accepted by the granting authority, the Agreement is **amended** to introduce the necessary changes (see Article 39).

If the second request for amendment is rejected by the granting authority (because it calls into question the decision awarding the grant or breaches the principle of equal treatment of applicants), the grant may be terminated (see Article 32).

Improper termination may lead to a reduction of the grant (see Article 31) or grant termination (see Article 32).

After termination, the concerned beneficiary's obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

32.3 EU-initiated GA or beneficiary termination

32.3.1 Conditions

The granting authority may terminate the grant or the participation of one or more beneficiaries, if:

- (a) one or more beneficiaries do not accede to the Agreement (see Article 40)
- (b) a change to the action or the legal, financial, technical, organisational or ownership situation of a beneficiary is likely to substantially affect the implementation of the action or calls into question the decision to award the grant (including changes linked to one of the exclusion grounds listed in the declaration of honour)
- (c) following termination of one or more beneficiaries, the necessary changes to the Agreement (and their impact on the action) would call into question the decision awarding the grant or breach the principle of equal treatment of applicants
- (d) implementation of the action has become impossible or the changes necessary for its continuation would call into question the decision awarding the grant or breach the principle of equal treatment of applicants
- (e) a beneficiary (or person with unlimited liability for its debts) is subject to bankruptcy proceedings or similar (including insolvency, winding-up, administration by a liquidator or court, arrangement with creditors, suspension of business activities, etc.)
- (f) a beneficiary (or person with unlimited liability for its debts) is in breach of social security or tax obligations
- (g) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has been found guilty of grave professional misconduct
- (h) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed fraud, corruption, or is involved in a criminal organisation, money laundering, terrorism-related crimes (including terrorism financing), child labour or human trafficking

- (i) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) was created under a different jurisdiction with the intent to circumvent fiscal, social or other legal obligations in the country of origin (or created another entity with this purpose)
- (j) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed:
 - (i) substantial errors, irregularities or fraud or
 - (ii) serious breach of obligations under this Agreement or during its award (including improper implementation of the action, non-compliance with the call conditions, submission of false information, failure to provide required information, breach of ethics or security rules (if applicable), etc.)
- (k) a beneficiary (or person having powers of representation, decision-making or control, or person essential for the award/implementation of the grant) has committed — in other EU grants awarded to it under similar conditions — systemic or recurrent errors, irregularities, fraud or serious breach of obligations that have a material impact on this grant (extension of findings; see Article 25.5)
- (l) despite a specific request by the granting authority, a beneficiary does not request — through the coordinator — an amendment to the Agreement to end the participation of one of its affiliated entities or associated partners that is in one of the situations under points (d), (f), (e), (g), (h), (i) or (j) and to reallocate its tasks, or
- (m) other:
 - (i) linked action issues: not applicable
 - (ii) additional GA termination grounds: not applicable.

32.3.2 Procedure

Before terminating the grant or participation of one or more beneficiaries, the granting authority will send a **pre-information letter** to the coordinator or beneficiary concerned:

- formally notifying the intention to terminate and the reasons why and
- requesting observations within 30 days of receiving notification.

If the granting authority does not receive observations or decides to pursue the procedure despite the observations it has received, it will confirm the termination and the date it will take effect (**confirmation letter**). Otherwise, it will formally notify that the procedure is discontinued.

For beneficiary terminations, the granting authority will — at the end of the procedure — also inform the coordinator.

The termination will **take effect** the day after the confirmation notification is sent (or on a later date specified in the notification; ‘termination date’).

32.3.3 Effects

(a) for GA termination:

The coordinator must — within 60 days from when termination takes effect — submit a **periodic report** (for the last open reporting period until termination).

The granting authority will calculate the final grant amount and final payment on the basis of the report submitted and taking into account the lump sum contributions for activities implemented before termination takes effect (see Article 22). Partial lump sum contributions for work packages that were not completed (e.g. due to technical reasons) may exceptionally be taken into account.

If the grant is terminated for breach of the obligation to submit reports, the coordinator may not submit any report after termination.

If the granting authority does not receive the report within the deadline, only lump sum contributions which are included in an approved periodic report will be taken into account (no contributions if no periodic report was ever approved).

Termination does not affect the granting authority's right to reduce the grant (see Article 28) or to impose administrative sanctions (see Article 34).

The beneficiaries may not claim damages due to termination by the granting authority (see Article 33).

After termination, the beneficiaries' obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

(b) for beneficiary termination:

The coordinator must — within 60 days from when termination takes effect — submit:

- (i) a **report on the distribution of payments** to the beneficiary concerned
- (ii) a **termination report** from the beneficiary concerned, for the open reporting period until termination, containing an overview of the progress of the work
- (iii) a **request for amendment** (see Article 39) with any amendments needed (e.g. reallocation of the tasks and the estimated budget of the terminated beneficiary; addition of a new beneficiary to replace the terminated beneficiary; change of coordinator, etc.).

The granting authority will calculate the amount due to the beneficiary on the basis of the reports submitted in previous interim payments (i.e. beneficiary's lump sum contributions for completed and approved work packages).

Lump sum contributions for ongoing/not yet completed work packages will have to be included in the periodic report for the next reporting periods when those work packages have been completed.



If the granting authority does not receive the report on the distribution of payments within the deadline, it will consider that:

- the coordinator did not distribute any payment to the beneficiary concerned and that
- the beneficiary concerned must not repay any amount to the coordinator.

If the request for amendment is accepted by the granting authority, the Agreement is **amended** to introduce the necessary changes (see Article 39).

If the request for amendment is rejected by the granting authority (because it calls into question the decision awarding the grant or breaches the principle of equal treatment of applicants), the grant may be terminated (see Article 32).

After termination, the concerned beneficiary's obligations (in particular Articles 13 (confidentiality and security), 16 (IPR), 17 (communication, dissemination and visibility), 21 (reporting), 25 (checks, reviews, audits and investigations), 26 (impact evaluation), 27 (rejections), 28 (grant reduction) and 42 (assignment of claims)) continue to apply.

SECTION 3 OTHER CONSEQUENCES: DAMAGES AND ADMINISTRATIVE SANCTIONS

ARTICLE 33 — DAMAGES

33.1 Liability of the granting authority

The granting authority cannot be held liable for any damage caused to the beneficiaries or to third parties as a consequence of the implementation of the Agreement, including for gross negligence.

The granting authority cannot be held liable for any damage caused by any of the beneficiaries or other participants involved in the action, as a consequence of the implementation of the Agreement.

33.2 Liability of the beneficiaries

The beneficiaries must compensate the granting authority for any damage it sustains as a result of the implementation of the action or because the action was not implemented in full compliance with the Agreement, provided that it was caused by gross negligence or wilful act.

The liability does not extend to indirect or consequential losses or similar damage (such as loss of profit, loss of revenue or loss of contracts), provided such damage was not caused by wilful act or by a breach of confidentiality.

ARTICLE 34 — ADMINISTRATIVE SANCTIONS AND OTHER MEASURES

Nothing in this Agreement may be construed as preventing the adoption of administrative sanctions (i.e. exclusion from EU award procedures and/or financial penalties) or other public law measures, in addition or as an alternative to the contractual measures provided under this Agreement (see,



for instance, Articles 135 to 145 EU Financial Regulation 2018/1046 and Articles 4 and 7 of Regulation 2988/95¹⁸).

SECTION 4 FORCE MAJEURE

ARTICLE 35 — FORCE MAJEURE

A party prevented by force majeure from fulfilling its obligations under the Agreement cannot be considered in breach of them.

‘Force majeure’ means any situation or event that:

- prevents either party from fulfilling their obligations under the Agreement,
- was unforeseeable, exceptional situation and beyond the parties’ control,
- was not due to error or negligence on their part (or on the part of other participants involved in the action), and
- proves to be inevitable in spite of exercising all due diligence.

Any situation constituting force majeure must be formally notified to the other party without delay, stating the nature, likely duration and foreseeable effects.

The parties must immediately take all the necessary steps to limit any damage due to force majeure and do their best to resume implementation of the action as soon as possible.

CHAPTER 6 FINAL PROVISIONS

ARTICLE 36 — COMMUNICATION BETWEEN THE PARTIES

36.1 Forms and means of communication — Electronic management

EU grants are managed fully electronically through the EU Funding & Tenders Portal (‘Portal’).

All communications must be made electronically through the Portal in accordance with the Portal Terms and Conditions and using the forms and templates provided there (except if explicitly instructed otherwise by the granting authority).

Communications must be made in writing and clearly identify the grant agreement (project number and acronym).

Communications must be made by persons authorised according to the Portal Terms and Conditions. For naming the authorised persons, each beneficiary must have designated — before the signature of this Agreement — a ‘legal entity appointed representative (LEAR)’. The role and tasks of the LEAR are stipulated in their appointment letter (see Portal Terms and Conditions).

¹⁸ Council Regulation (EC, Euratom) No 2988/95 of 18 December 1995 on the protection of the European Communities financial interests (OJ L 312, 23.12.1995, p. 1).



If the electronic exchange system is temporarily unavailable, instructions will be given on the Portal.

36.2 Date of communication

The sending date for communications made through the Portal will be the date and time of sending, as indicated by the time logs.

The receiving date for communications made through the Portal will be the date and time the communication is accessed, as indicated by the time logs. Formal notifications that have not been accessed within 10 days after sending, will be considered to have been accessed (see Portal Terms and Conditions).

If a communication is exceptionally made on paper (by e-mail or postal service), general principles apply (i.e. date of sending/receipt). Formal notifications by registered post with proof of delivery will be considered to have been received either on the delivery date registered by the postal service or the deadline for collection at the post office.

If the electronic exchange system is temporarily unavailable, the sending party cannot be considered in breach of its obligation to send a communication within a specified deadline.

36.3 Addresses for communication

The Portal can be accessed via the Europa website.

The address for paper communications to the granting authority (if exceptionally allowed) is the official mailing address indicated on its website.

For beneficiaries, it is the legal address specified in the Portal Participant Register.

ARTICLE 37 — INTERPRETATION OF THE AGREEMENT

The provisions in the Data Sheet take precedence over the rest of the Terms and Conditions of the Agreement.

Annex 5 takes precedence over the Terms and Conditions.

The Terms and Conditions take precedence over the Annexes other than Annex 5.

Annex 2 takes precedence over Annex 1.

ARTICLE 38 — CALCULATION OF PERIODS AND DEADLINES

In accordance with Regulation No 1182/71¹⁹, periods expressed in days, months or years are calculated from the moment the triggering event occurs.

The day during which that event occurs is not considered as falling within the period.

‘Days’ means calendar days, not working days.

¹⁹ Regulation (EEC, Euratom) No 1182/71 of the Council of 3 June 1971 determining the rules applicable to periods, dates and time-limits (OJ L 124, 8/6/1971, p. 1).

ARTICLE 39 — AMENDMENTS

39.1 Conditions

The Agreement may be amended, unless the amendment entails changes to the Agreement which would call into question the decision awarding the grant or breach the principle of equal treatment of applicants.

Amendments may be requested by any of the parties.

39.2 Procedure

The party requesting an amendment must submit a request for amendment signed directly in the Portal Amendment tool.

The coordinator submits and receives requests for amendment on behalf of the beneficiaries (see Annex 3). If a change of coordinator is requested without its agreement, the submission must be done by another beneficiary (acting on behalf of the other beneficiaries).

The request for amendment must include:

- the reasons why
- the appropriate supporting documents and
- for a change of coordinator without its agreement: the opinion of the coordinator (or proof that this opinion has been requested in writing).

The granting authority may request additional information.

If the party receiving the request agrees, it must sign the amendment in the tool within 45 days of receiving notification (or any additional information the granting authority has requested). If it does not agree, it must formally notify its disagreement within the same deadline. The deadline may be extended, if necessary for the assessment of the request. If no notification is received within the deadline, the request is considered to have been rejected.

An amendment **enters into force** on the day of the signature of the receiving party.

An amendment **takes effect** on the date of entry into force or other date specified in the amendment.

ARTICLE 40 — ACCESSION AND ADDITION OF NEW BENEFICIARIES

40.1 Accession of the beneficiaries mentioned in the Preamble

The beneficiaries which are not coordinator must accede to the grant by signing the accession form (see Annex 3) directly in the Portal Grant Preparation tool, within 30 days after the entry into force of the Agreement (see Article 44).

They will assume the rights and obligations under the Agreement with effect from the date of its entry into force (see Article 44).

If a beneficiary does not accede to the grant within the above deadline, the coordinator must — within



30 days — request an amendment (see Article 39) to terminate the beneficiary and make any changes necessary to ensure proper implementation of the action. This does not affect the granting authority's right to terminate the grant (see Article 32).

40.2 Addition of new beneficiaries

In justified cases, the beneficiaries may request the addition of a new beneficiary.

For this purpose, the coordinator must submit a request for amendment in accordance with Article 39. It must include an accession form (see Annex 3) signed by the new beneficiary directly in the Portal Amendment tool.

New beneficiaries will assume the rights and obligations under the Agreement with effect from the date of their accession specified in the accession form (see Annex 3).

Additions are also possible in mono-beneficiary grants.

ARTICLE 41 — TRANSFER OF THE AGREEMENT

In justified cases, the beneficiary of a mono-beneficiary grant may request the transfer of the grant to a new beneficiary, provided that this would not call into question the decision awarding the grant or breach the principle of equal treatment of applicants.

The beneficiary must submit a request for **amendment** (see Article 39), with

- the reasons why
- the accession form (see Annex 3) signed by the new beneficiary directly in the Portal Amendment tool and
- additional supporting documents (if required by the granting authority).

The new beneficiary will assume the rights and obligations under the Agreement with effect from the date of accession specified in the accession form (see Annex 3).

ARTICLE 42 — ASSIGNMENTS OF CLAIMS FOR PAYMENT AGAINST THE GRANTING AUTHORITY

The beneficiaries may not assign any of their claims for payment against the granting authority to any third party, except if expressly approved in writing by the granting authority on the basis of a reasoned, written request by the coordinator (on behalf of the beneficiary concerned).

If the granting authority has not accepted the assignment or if the terms of it are not observed, the assignment will have no effect on it.

In no circumstances will an assignment release the beneficiaries from their obligations towards the granting authority.

ARTICLE 43 — APPLICABLE LAW AND SETTLEMENT OF DISPUTES

43.1 Applicable law

The Agreement is governed by the applicable EU law, supplemented if necessary by the law of Belgium.

Special rules may apply for beneficiaries which are international organisations (if any; see Data Sheet, Point 5).

43.2 Dispute settlement

If a dispute concerns the interpretation, application or validity of the Agreement, the parties must bring action before the EU General Court — or, on appeal, the EU Court of Justice — under Article 272 of the Treaty on the Functioning of the EU (TFEU).

For non-EU beneficiaries (if any), such disputes must be brought before the courts of Brussels, Belgium — unless an international agreement provides for the enforceability of EU court judgements.

For beneficiaries with arbitration as special dispute settlement forum (if any; see Data Sheet, Point 5), the dispute will — in the absence of an amicable settlement — be settled in accordance with the Rules for Arbitration published on the Portal.

If a dispute concerns administrative sanctions, offsetting or an enforceable decision under Article 299 TFEU (see Articles 22 and 34), the beneficiaries must bring action before the General Court — or, on appeal, the Court of Justice — under Article 263 TFEU.

For grants where the granting authority is an EU executive agency (see Preamble), actions against offsetting and enforceable decisions must be brought against the European Commission (not against the granting authority; see also Article 22).

ARTICLE 44 — ENTRY INTO FORCE

The Agreement will enter into force on the day of signature by the granting authority or the coordinator, depending on which is later.

SIGNATURES

For the coordinator

For the granting authority



ANNEX 1



Erasmus+ (ERASMUS+)

Description of the action (DoA)

Part A

Part B

DESCRIPTION OF THE ACTION (PART A)

COVER PAGE

Part A of the Description of the Action (DoA) must be completed directly on the Portal Grant Preparation screens.

PROJECT	
Grant Preparation (General Information screen) — Enter the info.	
Project number:	101127459
Project name:	Challenges and Opportunities for EU Heritage Diplomacy in Ukraine
Project acronym:	HER-UKR
Call:	ERASMUS-JMO-2023-NETWORKS
Topic:	ERASMUS-JMO-2023-NETWORKS-HEI-NON-EU-VAL-DEM
Type of action:	ERASMUS-LS
Service:	EACEA/A/01
Project starting date:	first day of the month following the entry into force date
Project duration:	36 months

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PROJECT SUMMARY

Project summary

Grant Preparation (General Information screen) — Provide an overall description of your project (including context and overall objectives, planned activities and main achievements, and expected results and impacts (on target groups, change procedures, capacities, innovation etc)). This summary should give readers a clear idea of what your project is about.

Use the project summary from your proposal.

The project HER-UKR: Challenges and opportunities for EU heritage diplomacy in Ukraine will address the role of cultural heritage in the EU's external action. A consortium of 15 universities will bring together interdisciplinary expertise on EU foreign policy, Eastern European memory politics and heritage practices. HER-UKR aims to explore the potential of the EU as a values based actor in heritage policies by focusing on three subtopics: 1) EU cultural heritage diplomacy for promoting democracy and European values; 2) conflict prevention with focus on contested heritage; 3) protection and reconstruction of heritage.

HER-UKR will use the principles of engagement of the 2021 EU concept on cultural heritage in conflicts as a framework for the case of Ukraine, where cultural heritage remains highly contested. The project's objectives are to 1) stimulate research on EU heritage diplomacy; 2) promote excellence in teaching on EU heritage diplomacy; 3) pool expertise on heritage policies in East Central Europe; 4) provide European policymakers with solid research expertise for engaging constructively with Ukraine's cultural heritage field; 5) monitor new tendencies in cultural heritage policies; 6) develop dissemination tools that increase the impact of the project.

The objectives will be implemented through 8 work packages. WP1 covers project management. WP2 focuses on data collection through 1) mapping EU initiatives in heritage diplomacy and 2) interviews and focus groups with stakeholders and policymakers. WP3 entails the analysis of collected data and preparation of research articles. WP4 concerns education and training: the development of a COIL course, a MOOC, trainings and seminars. WP5 will develop an algorithm for a UKROPEDIA search engine. In WP6 the consortium will formulate policy recommendations based on the insights of WP2-4. Intermediate results will be reported in the HER-UKR newsletter, and through its communication and dissemination strategy (W7).

LIST OF PARTICIPANTS

PARTICIPANTS

Grant Preparation (Beneficiaries screen) — Enter the info.

Number	Role	Short name	Legal name	Country	PIC
1	COO	KU Leuven	KATHOLIEKE UNIVERSITEIT LEUVEN	BE	999991334
2	BEN	NaUKMA	NATIONAL UNIVERSITY OF KYIV-MOHYLA ACADEMY	UA	955856431
3	BEN	UREG	UNIVERSITAET REGENSBURG	DE	999868629
4	BEN	ILIAUNI	ILIA STATE UNIVERSITY	GE	999612937
5	BEN	ULILLE	UNIVERSITE DE LILLE	FR	888146648
6	BEN	UT	TARTU ULIKOOL	EE	999895013
7	BEN	UHK	THE UNIVERSITY OF HONG KONG	HK	997352934
8	BEN	TU	TRUSTEES OF TUFTS COLLEGE NON PROFIT CORPORATION	US	983432464
9	BEN	UJ	UNIWERSYTET JAGIELLONSKI	PL	999642716
10	BEN	UC	UNIVERSITY OF CANTERBURY	NZ	999873673

PARTICIPANTS*Grant Preparation (Beneficiaries screen) — Enter the info.*

Number	Role	Short name	Legal name	Country	PIC
11	BEN	UNIKENT	UNIVERSITY OF KENT	UK	999841275
12	BEN	BKNUC	BOHDAN KHMELNYTSKYI NATIONAL UNIVERSITY AT CHERKASY	UA	951421203
13	BEN	SH	SODERTORNS HOGSKOLA	SE	998344080
14	BEN	CU	UNIVERZITA KARLOVA	CZ	999923434
15	BEN	UoT	THE GOVERNING COUNCIL OF THE UNIVERSITY OF TORONTO	CA	999845252

LIST OF WORK PACKAGES

Work packages <i>Grant Preparation (Work Packages screen) — Enter the info.</i>						
Work Package No	Work Package name	Lead Beneficiary	Effort (Person-Months)	Start Month	End Month	Deliverables
WP1	Management and coordination	1 - KU Leuven	400.00	1	36	D1.1 – Project Management Plan
WP2	Data Collection	5 - ULILLE	1400.00	2	10	D2.1 – HER-UKR series: Mapping EU's external actions in the field of cultural heritage D2.2 – HER-UKR series: Mapping EU heritage diplomacy studies in the EU D2.3 – HER-UKR series: Report on Cultural heritage economy of Ukraine – analysis
WP3	New approaches to EU heritage diplomacy	13 - SH	1400.00	10	36	D3.1 – Deconstruction of contested heritage in the EU and European Neighbourhood D3.2 – Special issue: Challenges of EU heritage diplomacy (European Foreign Affairs Review) D3.3 – Peer reviewed publications D3.4 – Edited volume: From Kyivan Rus' to Modern Ukraine: Virtual Conversations on History, Art, and Cultural Heritage D3.5 – Mapping Ukraine's cultural heritage sites
WP4	Education and training	2 - NaUKMA	1300.00	11	34	D4.1 – COIL methods in Jean Monnet Network D4.2 – Heritage Preservation in East Central Europe: Policies, Resources, Communities (MOOC) D4.3 – Tabletop exercise

Work packages <i>Grant Preparation (Work Packages screen) — Enter the info.</i>						
Work Package No	Work Package name	Lead Beneficiary	Effort (Person-Months)	Start Month	End Month	Deliverables
						D4.4 – Excellence in teaching: a series of seminars D4.5 – Winter school D4.6 – Role Play Game
WP5	Strategic communication of Ukraine's heritage	10 - UC	200.00	4	34	D5.1 – Three annual Stakeholder-Academia Round Tables D5.2 – E-platform UKROPEDIA
WP6	Policy recommendations	9 - UJ	700.00	26	36	D6.1 – Project policy report
WP7	Communication and dissemination	1 - KU Leuven	1400.00	1	36	D7.1 – Communication plan and dissemination strategy D7.2 – Website with intranet service D7.3 – Interviews, articles and comments in the press D7.4 – Series of podcasts on topics: Ukrainian heritage, Ukrainian literature, theatre, visual art, architecture, cinema D7.5 – E-Newsletters D7.6 – Challenges of EU heritage diplomacy studies

Work package WP1 – Management and coordination

Work Package Number	WP1	Lead Beneficiary	1. KU Leuven
Work Package Name	Management and coordination		
Start Month	1	End Month	36

Objectives

To create a durable, multidisciplinary global network on EU heritage diplomacy and its challenges and opportunities in the Eastern partnership region:

- Organize and develop administrative, financial and communication coordination and management to assure an efficient communication among consortium partners;
- Facilitate internal communication and external reporting to the Commission
- Assure timely delivery of deliverables and fulfillment of project's objectives

Description

Task 1.1. Administrative coordination. Establishment of a management structure, preparation of project meetings and activities, creation of a management plan (procedures, schedule, project progress management), monitoring
 Task 1.2. Risk and quality control. Quality control (Quality assessment plan) and risk management
 Task 1.3. Financial coordination Payments, financial reporting and other financial activities
 Task 1.4. Communication coordination Internal communication with consortium team, external communication with the Commission.

Work package WP2 – Data Collection

Work Package Number	WP2	Lead Beneficiary	5. ULILLE
Work Package Name	Data Collection		
Start Month	2	End Month	10

Objectives

To map the EU's external action in the field of cultural heritage, create a database of stakeholders needs and engage in systematic data collection that will be used by the consortium participants in their research and educational activities:

- Collect data that will be used by the consortium participants in their research (WP3) and educational (WP4) activities
- Create database of stakeholders needs
- Map EU's external actions in the field of cultural heritage
- Map EU heritage diplomacy studies in the EU

Description

T2.1 Data and sources collection. Consortium participants will start their research and educational activities from the beginning of the project. It is expected that all of them will work on literature review, data and sources collection needed for their research and educational deliverables at this stage. Data collection will include interviews, questionnaires, media analysis and other types of methods. Research findings will be presented at the first consortium conference.

T2.2 Interviews and focus groups with stakeholders. An assessment of the EU engagement in the protection of cultural heritage in Ukraine as well as an enumeration of the further needs declared by both the EEAS and Ukrainian cultural institutions is required at the beginning of the project. It will allow researchers to create a database of gaps and challenges in EU-Ukraine heritage cooperation that will be addressed in their research and in tailored policy papers. Stocktaking seminars and workshops with EU and national policymakers and stakeholders will be organized.

T2.3 Mapping EU's external actions in the field of cultural heritage. External actions of the EU and its member states concerning heritage policy frequently overlapped, and were not effectively represented. The mapping exercise will aid

in the identification of existing problems and gaps in the EU's heritage programs. Report on the topic will be prepared and presented.

T2.4 Mapping EU heritage diplomacy studies in the EU. Collect information on courses related to EU heritage diplomacy that are taught in EU member states. This exercise will aid in defining the state of the field when the project began, as well as the challenges of field development. Report on the topic will be prepared and presented.

Work package WP3 – New approaches to EU heritage diplomacy

Work Package Number	WP3	Lead Beneficiary	13. SH
Work Package Name	New approaches to EU heritage diplomacy		
Start Month	10	End Month	36

Objectives

Stimulate research of EU heritage diplomacy and create high-quality knowledge on approaches to EU Heritage diplomacy:

- Develop new scholarly outputs on EU's external actions in the field of cultural heritage
- Enhance research and analysis in the field of Ukraine's cultural heritage with the goal of improving understanding of the Ukrainian context in the EU
- Analyse contentious character of cultural heritage in East Central Europe and beyond
- Explore the role of cultural heritage in minority policies

Description

T3.1 Challenges of EU and member-states heritage diplomacy. The working group will focus on, but not be limited to, the following topics: the EU's cultural heritage policies and regulations, the EU's discourses and actorness, the protection of cultural heritage in the event of armed conflict. Scholars will also examine Poland's contribution to the protection of cultural heritage in Ukraine from 2022 onwards.

T3.2 Heritage in danger: the case of Ukraine This working group will pool research that will explain to a European audience Ukraine's contested past, processes of decommunization, decolonization, and the ongoing derussification of its cultural heritage, "memory wars" and experience in protecting cultural heritage in the event of armed conflict. The consortium researchers will also exchange their research expertise to work on several topics related to Ukrainian heritage. 1) the protection of Ukraine's cultural heritage in the event of Russia's war of aggression. 2) on the collections of Ukrainian war related heritage (e.g., uniforms, weapons, military gear, insignia, art made from arms, etc.) that were created during and after two world wars, and the ongoing Russian invasion of Ukraine; 3) on old and new funeral rites in Ukraine in European perspectives (in particular on cults of fallen soldiers and military / political leaders).

T3.3 Contested cultural heritage: the cases of Estonia, Poland, and Georgia. Scholars of this working group will examine ongoing debates about desired and unwanted heritage in urban spaces in Estonia (in comparison to Poland and Ukraine) and Georgia. They will also focus on Russia's historic narratives in the region and demonstrate how Russia has resisted the transformation of post-soviet heritage practices by using a "war" over Soviet-era monuments as a tool in its foreign policy and relations with the EU member-states.

T3.4 Minority cultural heritage Researchers will explore several cases that are relevant for EU heritage policy in the EU, the Eastern partnership region in general and Ukraine in specific: 1) minority cultural heritage in Ukraine, in particular on Hungarians in the context of current Hungarian-Ukrainian political relations and on Jews or Germans; 2) on non-Georgian, minority heritage in Georgia; 3) comparative study of the role of cultural heritage in minority policies in the context of Czech-German and Slovak-Hungarian relations.

T3.5 Heritage diplomacy: research reading group. Throughout the project, all consortium participants will share materials on which they work for peer review exercises. It will improve internal collaboration and the quality of prepared materials before they are published or released. Participants will also be encouraged to share relevant overviews of new literature, data, events, and other activities that may be of

interest to the project's researchers and lecturers. Researchers who participate in the project as well as PhD students, junior researchers and colleagues interested in the topic will present results of their research. It will be the first peer-review exercise for everyone before she/he submits their research for publication. Additionally, the group will discuss newly published articles and books on the relevant to the project topics.

Work package WP4 – Education and training

Work Package Number	WP4	Lead Beneficiary	2. NaUKMA
Work Package Name	Education and training		
Start Month	11	End Month	34

Objectives

Promote excellence in teaching of courses related to EU heritage diplomacy within the consortium and worldwide:

- Introduce COIL components in teaching existing courses by partners
- Promote cultural heritage subject by creating a new MOOC course
- Stimulate interest in EU heritage diplomacy studies among students and faculty
- Organize training for policymakers and stakeholders engaged in heritage diplomacy

Description

T4.1 Implementation of the Collaborative Online International Learning (COIL) Creating joint courses with partners on the basis of courses at partner universities, teams of professors will develop a joint module with online lectures and practical classes.

T4.2 Heritage Preservation in East Central Europe: Policies, Resources, Communities (MOOC) The course will cover the period from post-1945 until today and will combine critical analysis of policies and practices of heritage in the context of state and nation building, professional expertise development, and grassroots activism.

The aim of the course is to develop abilities to understand the interconnection between power relations, material resources, and dis/continuities of heritage canon.

The course will promote integrated approaches to heritage as part of urban and social development, aimed at more just and resilient society.

T4.3 Role play exercise – training for students. To simulate an online meeting of policymakers and stakeholders (from the EU institutions, Polish institutions, Ukrainian institutions, European stakeholders like Europa Nostra and other). The task - to define a model for EU heritage diplomacy in Ukraine.

T4.4 Tabletop exercise – training for policymakers and stakeholders A discussion-based meeting throughout which invited participants will discuss their roles in the event of emergency and their responses to an emergency situation. It is an opportunity for participants to validate their capabilities and formulate solutions for existing gaps in heritage policies. After conducting thorough needs assessments and analyzing gaps in existing capabilities, an emergency situation will be selected for the exercise. The event participants will be informed about its objectives and agenda in advance.

T4.5 Winter school A multidisciplinary undertaking which introduces the topic of cultural heritage / EU policies of cultural heritage in a comparative perspective (European and global) and highlights its particular importance for Ukraine. It invites students to research and present case studies and discuss their results with specialists in the field. The event will be also an opportunity to exchange views among experts and present them internally and in a public manner.

T4.6 Teaching seminar The goal of the seminar is to discuss the challenges of teaching courses related to the project's topic. Speakers will present and discuss with seminar participants their teaching experience, syllabuses, teaching methods, define challenges, and collect recommendations on how to incorporate EU heritage diplomacy into existing courses. A month before the event, the syllabus will be posted on the intranet service.

T4.7 Multidisciplinary methodological seminar. Online training for students, PhD students, junior researchers from partners' universities. One training per month.

Topics: Semiotic analysis (UT; UC); Multimodal discourse analysis (UT); Political discourse analysis (UT); Computational content analysis (UC); Interpretive narrative analysis (UC); Nvivo analysis (KU Leuven); Digital methods in humanities (NaUKMA; UC);

ILIAUNI) Qualitative methods (oral history, in-depth interviews, participant observation, expert interviews, focus-group methodology) (UDL); CDA (Critical discourse analysis) (UDL)

Work package WP5 – Strategic communication of Ukraine's heritage

Work Package Number	WP5	Lead Beneficiary	10. UC
Work Package Name	Strategic communication of Ukraine's heritage		

Start Month	4	End Month	34
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Objectives

Analyse the role and place of heritage in strategic communication of Ukraine to the world during and after the war:

- Identify and map the role and place of heritage in strategic communication of and by Ukraine. Develop new strategic communication tools to communicate Ukraine strategically in the context of the “battle of narratives”.
- Explore three conceptual intersections impacting the “battle of narratives” in the issue-area of heritage: “What is there?”, “What is needed?”, and “How to move on?”
- Develop the e-platform UKROPEDIA

Description

T5.1 Analysis of international media framing of Ukraine and its heritage

Research questions:

What narratives of Ukraine’s heritage do geopolitical ‘heavyweights’ and major global opinion-formers communicate in their leading media about Ukraine? How do they frame Ukraine in this context? How do the global opinion-forming and agenda-setting media frame and narrate leading figures in Ukrainian heritage (historical and present-day) and their major legacy? Do these narratives align or clash with the official narratives from Ukraine, and with what consequences to Ukraine’s global image and reputation?

T5.2 Mapping and analyzing Ukraine’s policy discourse and expert opinion in the business of international strategic communication of Ukraine (including in the EU) Research questions:

What narratives of Ukraine are formulated and projected by Ukraine’s international strategic communicators, and what is the role and place of heritage in these formulations and projections? How do Ukraine’s heritage leading experts (Consortium partners) and “normative” heritage actors identify and map the key frames and narratives to be communicated externally? How do the stakeholders/experts frame and narrate leading figures in Ukrainian heritage (historical and present-day) and their major legacy? Method: in-depth individual interviews analyzed with interpretative thematic analysis powered by NVIVO software building ontological maps.

T5.3 Develop and present to stakeholders a new algorithm of the e-search engine UKROPEDIA, with heritage serving as its launch test.

Research question:

In the ongoing “battle of narratives”, what e-tools can be used to facilitate dissemination of the heritage-related content communicated to the world following the narratives formulated and projected by Ukraine and its international strategic communicators? Method: Develop the e-platform UKROPEDIA -a corpus/database of English texts with two subsets: 1) texts where Ukrainian heritage is described in ways aligned with the ontology developed in T5.1 and T5.2, and 2) texts including misinformation and narratives that misrepresent Ukrainian heritage. Undertake a study of nodes that propagate misinformation through content analysis and/or detection of coordinated link sharing related to cultural heritage. Pre-test the e-platform with a nominated focus group to producing ideas that will enable key stakeholders to build on the insights from the corpus in order to develop it further. Develop a guide for strategic communication of cultural heritage, and identify potential options for expansion beyond the cultural heritage domain. Discuss its elements at the annual academia-stakeholder round tables.

Work package WP6 – Policy recommendations

Work Package Number	WP6	Lead Beneficiary	9. UJ
Work Package Name	Policy recommendations		
Start Month	26	End Month	36

Objectives

Prepare policy recommendations based on research findings that will include research findings

Description

T6.1 Policy recommendations workshop The project team will use the results and insights from the other WPs in order to draft preliminary policy recommendations. The team will then hold a workshop focused on discussion and validation of the preliminary policy recommendations. In addition to project team members, invited participants to the workshop will also include selected heritage policy practitioners from relevant national governments and the EU institutions, as well as other relevant stakeholders. The workshop will therefore allow for a consultation of stakeholders and policymakers regarding concrete policy recommendations.

T6.2 Produce policy report The project team will use the results from other WPs and from the workshop (T7.1) and will write a final report with the final, validated policy recommendations.

Work package WP7 – Communication and dissemination

Work Package Number	WP7	Lead Beneficiary	1. KU Leuven
Work Package Name	Communication and dissemination		
Start Month	1	End Month	36

Objectives

Development of communication and dissemination strategies that increase visibility of EU's external actions in the field of cultural heritage and impact of the project on EU heritage diplomacy

- Development and implementation of communication and dissemination strategies that increase visibility and impact of the project
- Preparation of HER-UKR E-Newsletter
- Enhance media presence
- Develop dissemination events
- Record and release podcasts

Description

T7.1 Communication plan and dissemination strategy development and implementation

Preparation, implementation, monitoring and adjustment of communication plan and dissemination strategy

T7.2 Development and maintenance of project's website Development of the project's visual identity and website. Maintenance of the website and social media accounts

T7.3 Prepare and release online newsletter on developments in the field of cultural heritage. Regular selection of the most innovative and interesting results, and the most advanced and innovative practices in the field of heritage diplomacy and in the field of the protection of cultural heritage to be provided to the Commission. The Newsletter will also include the project results.

T7.4 Media presence All partners will participate in communication activities according to the established project communication coordinator plan. Communication campaigns via consortium's social media accounts (LinkedIn, Twitter, Facebook, YouTube) and personal accounts, press releases, interviews and comments to the press.

T7.5 Dissemination events. Dissemination events will help spread the information about project's goals and activities. Conferences (for the scientific community, stakeholders, policymakers, and the general public); in-person and online meetings with policymakers; in-person and online meetings with stakeholders; public lectures delivered by participants at their universities; and a series of online lectures or workshops aimed at popularizing research results will be among the events (for all target groups).

T7.6 Podcasts about Ukraine's cultural heritage. "Discovering Ukrainian culture" - special series of Explaining Ukraine podcast Hosts - Volodymyr Yermolenko, Tetyana Ogarkova, co-founders of "Kult. Podcast". Consortium participants will be invited to talk.

STAFF EFFORT

Staff effort per participant <i>Grant Preparation (Work packages - Effort screen) — Enter the info.</i>								
Participant	WP1	WP2	WP3	WP4	WP5	WP6	WP7	Total Person-Months
1 - KU Leuven	100.00	100.00	100.00	100.00		100.00	100.00	600.00
2 - NaUKMA	100.00	100.00	100.00	100.00		100.00	100.00	600.00
3 - UREG		100.00	100.00	100.00		100.00		400.00
4 - ILIAUNI		100.00	100.00	100.00			100.00	400.00
5 - ULILLE		100.00	100.00	100.00			100.00	400.00
6 - UT		100.00	100.00	100.00			100.00	400.00
7 - UHK			100.00			100.00	100.00	300.00
8 - TU		100.00	100.00	100.00			100.00	400.00
9 - UJ		100.00	100.00	100.00		100.00	100.00	500.00
10 - UC		100.00			100.00		100.00	300.00
11 - UNIKENT		100.00	100.00	100.00			100.00	400.00
12 - BKNUC	100.00	100.00	100.00	100.00	100.00	100.00	100.00	700.00
13 - SH		100.00	100.00	100.00		100.00	100.00	500.00
14 - CU	100.00	100.00	100.00	100.00			100.00	500.00
15 - UoT		100.00	100.00	100.00			100.00	400.00
Total Person-Months	400.00	1400.00	1400.00	1300.00	200.00	700.00	1400.00	6800.00

LIST OF DELIVERABLES

Deliverables <i>Grant Preparation (Deliverables screen) — Enter the info.</i> <i>The labels used mean:</i> <i>Public — fully open (🚩 automatically posted online)</i> <i>Sensitive — limited under the conditions of the Grant Agreement</i> <i>EU classified —RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision 2015/444</i>						
Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D1.1	Project Management Plan	WP1	1 - KU Leuven	R — Document, report	PU - Public	2
D2.1	HER-UKR series: Mapping EU's external actions in the field of cultural heritage	WP2	1 - KU Leuven	R — Document, report	PU - Public	10
D2.2	HER-UKR series: Mapping EU heritage diplomacy studies in the EU	WP2	1 - KU Leuven	R — Document, report	PU - Public	10
D2.3	HER-UKR series: Report on Cultural heritage economy of Ukraine – analysis	WP2	2 - NaUKMA	R — Document, report	PU - Public	10
D3.1	Deconstruction of contested heritage in the EU and European Neighbourhood	WP3	9 - UJ	R — Document, report	PU - Public	10
D3.2	Special issue: Challenges of EU heritage diplomacy (European Foreign Affairs Review)	WP3	1 - KU Leuven	R — Document, report	PU - Public	36
D3.3	Peer reviewed publications	WP3	14 - CU	R — Document, report	PU - Public	36
D3.4	Edited volume: From Kyivan Rus' to Modern Ukraine: Virtual Conversations on History, Art, and Cultural Heritage	WP3	8 - TU	R — Document, report	PU - Public	36
D3.5	Mapping Ukraine's cultural heritage sites	WP3	8 - TU	DEC —Websites, patent filings, videos, etc	PU - Public	33

Deliverables

Grant Preparation (Deliverables screen) — Enter the info.

The labels used mean:

Public — fully open (🚩 automatically posted online)

Sensitive — limited under the conditions of the Grant Agreement

EU classified — RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision [2015/444](#)

Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D4.1	COIL methods in Jean Monnet Network	WP4	1 - KU Leuven	R — Document, report	PU - Public	25
D4.2	Heritage Preservation in East Central Europe: Policies, Resources, Communities (MOOC)	WP4	2 - NaUKMA	OTHER	PU - Public	30
D4.3	Tabletop exercise	WP4	1 - KU Leuven	OTHER	PU - Public	21
D4.4	Excellence in teaching: a series of seminars	WP4	8 - TU	OTHER	PU - Public	33
D4.5	Winter school	WP4	3 - UREG	OTHER	PU - Public	16
D4.6	Role Play Game	WP4	2 - NaUKMA	OTHER	PU - Public	27
D5.1	Three annual Stakeholder- Academia Round Tables	WP5	10 - UC	OTHER	PU - Public	15
D5.2	E-platform UKROPEDIA	WP5	10 - UC	DEC — Websites, patent filings, videos, etc	SEN - Sensitive	34
D6.1	Project policy report	WP6	1 - KU Leuven	R — Document, report	PU - Public	36
D7.1	Communication plan and dissemination strategy	WP7	1 - KU Leuven	R — Document, report	SEN - Sensitive	2
D7.2	Website with intranet service	WP7	1 - KU Leuven	DEC — Websites, patent filings, videos, etc	PU - Public	3
D7.3	Interviews, articles and comments in the press	WP7	1 - KU Leuven	OTHER	PU - Public	36

Deliverables

Grant Preparation (Deliverables screen) — Enter the info.

The labels used mean:

Public — fully open (⚠ automatically posted online)

Sensitive — limited under the conditions of the Grant Agreement

EU classified — RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision [2015/444](#)

Deliverable No	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month)
D7.4	Series of podcasts on topics: Ukrainian heritage, Ukrainian literature, theatre, visual art, architecture, cinema	WP7	2 - NaUKMA	DEC — Websites, patent filings, videos, etc	PU - Public	24
D7.5	E-Newsletters	WP7	1 - KU Leuven	R — Document, report	PU - Public	36
D7.6	Challenges of EU heritage diplomacy studies	WP7	1 - KU Leuven	R — Document, report	PU - Public	10

Deliverable D1.1 – Project Management Plan

Deliverable Number	D1.1	Lead Beneficiary	1. KU Leuven
Deliverable Name	Project Management Plan		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	2	Work Package No	WP1

Description
Detailed project management plan and management tools (Charts, tables, reporting templates). Electronic, approximately 36 pages

Deliverable D2.1 – HER-UKR series: Mapping EU's external actions in the field of cultural heritage

Deliverable Number	D2.1	Lead Beneficiary	1. KU Leuven
Deliverable Name	HER-UKR series: Mapping EU's external actions in the field of cultural heritage		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP2

Description
Policy paper based on empirical research. Electronic. English, 15-20 pages

Deliverable D2.2 – HER-UKR series: Mapping EU heritage diplomacy studies in the EU

Deliverable Number	D2.2	Lead Beneficiary	1. KU Leuven
Deliverable Name	HER-UKR series: Mapping EU heritage diplomacy studies in the EU		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP2

Description
Policy paper based on empirical research. Electronic. English, 15-20 pages

Deliverable D2.3 – HER-UKR series: Report on Cultural heritage economy of Ukraine – analysis

Deliverable Number	D2.3	Lead Beneficiary	2. NaUKMA
Deliverable Name	HER-UKR series: Report on Cultural heritage economy of Ukraine – analysis		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP2

Description

Economic assessment of the culture heritage sector in Ukraine and develop evidence-based policy recommendations regarding development of the culture heritage sector in the short-term and long-term perspectives in Ukraine. Electronic. English, 40 pages.

Deliverable D3.1 – Deconstruction of contested heritage in the EU and European Neighbourhood

Deliverable Number	D3.1	Lead Beneficiary	9. UJ
Deliverable Name	Deconstruction of contested heritage in the EU and European Neighbourhood		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP3

Description

Edited volume that includes consortium participants' publications based on research conducted throughout the project (cases of Estonia, Poland, Ukraine, Georgia).
Submitted for consideration at Brill, Routledge or Cambridge University Press.
Format: Electronic
Language: English
Approximate number of chapters: 14
Approximate number of pages of each article: 18

Deliverable D3.2 – Special issue: Challenges of EU heritage diplomacy (European Foreign Affairs Review)

Deliverable Number	D3.2	Lead Beneficiary	1. KU Leuven
Deliverable Name	Special issue: Challenges of EU heritage diplomacy (European Foreign Affairs Review)		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	36	Work Package No	WP3

Description

A special issue representing results of research conducted by project's participants
Format: Electronic
Language: English
Approximate number of pages: 18-20
Approximate number of articles: 6-10

Deliverable D3.3 – Peer reviewed publications

Deliverable Number	D3.3	Lead Beneficiary	14. CU
Deliverable Name	Peer reviewed publications		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	36	Work Package No	WP3

Description

Articles based on research conducted throughout the project will be individually submitted by the project's partners to peer reviewed journals.

Format: Electronic
 Language: English
 Approximate number of pages: 18-20
 Approximate number of articles: 3

Deliverable D3.4 – Edited volume: From Kyivan Rus’ to Modern Ukraine: Virtual Conversations on History, Art, and Cultural Heritage

Deliverable Number	D3.4	Lead Beneficiary	8. TU
Deliverable Name	Edited volume: From Kyivan Rus’ to Modern Ukraine: Virtual Conversations on History, Art, and Cultural Heritage		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	36	Work Package No	WP3

Description

Co-edited volume from the virtual lecture and conversation series on the history and cultural heritage of Ukraine. The edited volume would include 10-15 chapters in the range of 10,000 words each, supplemented by color images, maps, diagrams, etc., as well as up-to-date bibliographies. The volume will appear in English in print, submitted for consideration at Dumbarton Oaks Press (Washington, DC). The anticipated print run is 500 copies

Deliverable D3.5 – Mapping Ukraine’s cultural heritage sites

Deliverable Number	D3.5	Lead Beneficiary	8. TU
Deliverable Name	Mapping Ukraine’s cultural heritage sites		
Type	DEC — Websites, patent filings, videos, etc	Dissemination Level	PU - Public
Due Date (month)	33	Work Package No	WP3

Description

Visualisation of Ukraine’s cultural heritage sites on Mapping Eastern Europe platform that promotes study, teaching, and research through historical overviews, thematic overviews, case-studies and videos of monuments and objects, ongoing projects, as well as reviews of books and exhibitions. Approximately 30 objects will be added (10 by TU; 20 by NaUKMA)

Deliverable D4.1 – COIL methods in Jean Monnet Network

Deliverable Number	D4.1	Lead Beneficiary	1. KU Leuven
Deliverable Name	COIL methods in Jean Monnet Network		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	25	Work Package No	WP4

Description

HER-UKR series: “Learning By Example. Insights from COIL Methods in Jean Monnet Policy Debates” Report on how COIL can be used in Jean Monnet Networks as a networking tool in education activities.
 Electronic, English, 40 pages

Deliverable D4.2 – Heritage Preservation in East Central Europe: Policies, Resources, Communities (MOOC)

Deliverable Number	D4.2	Lead Beneficiary	2. NaUKMA
Deliverable Name	Heritage Preservation in East Central Europe: Policies, Resources, Communities (MOOC)		
Type	OTHER	Dissemination Level	PU - Public
Due Date (month)	30	Work Package No	WP4

Description			
Target audiences: humanities and social sciences students, policy makers, practitioners of heritage protection and renovation, civil servants, community activists. (12 lectures, EN)			

Deliverable D4.3 – Tabletop exercise

Deliverable Number	D4.3	Lead Beneficiary	1. KU Leuven
Deliverable Name	Tabletop exercise		
Type	OTHER	Dissemination Level	PU - Public
Due Date (month)	21	Work Package No	WP4

Description			
<p>In-person training organized in Leuven. The participants will represent 1) Ministries of culture of such states as Ukraine (2), Poland (1), Georgia (1; observer), Belgium (1); 2) the EEAS (3), European Parliament (2), European Commission (2); 3) Ukrainian (4) and Polish heritage organizations (2); 4) international cultural foundations – Europa Nostra (1), ICOMOS (1), ALIPH (1).</p> <p>Agenda:</p> <p>Day 1</p> <p>Presentation 1: Challenges of reconstruction of cultural heritage in Ukraine</p> <p>Presentation 2: EU contribution to protection of cultural heritage in Ukraine</p> <p>Presentation 3: Poland's assistance in safeguarding Ukraine's heritage</p> <p>Presentation 4: Reconstruction of destroyed cultural heritage – the case of Ypres</p> <p>Day 2: Exercise (full day)</p> <p>Day 3: Follow-up discussion and conclusion (half a day)</p>			

Deliverable D4.4 – Excellence in teaching: a series of seminars

Deliverable Number	D4.4	Lead Beneficiary	8. TU
Deliverable Name	Excellence in teaching: a series of seminars		
Type	OTHER	Dissemination Level	PU - Public
Due Date (month)	33	Work Package No	WP4

Description			
<p>One 3-hour seminar every three months; on ZOOM, registration required. Uploaded on YouTube channel after an event.</p> <p>Topics:</p>			

- 1: Learning EU's external actions in the EU (KU Leuven, UT, CU)
- 2: Learning EU's external actions outside the EU (UKent, HKU, NaUKMA)
- 3: EU diplomatic history and public diplomacy (KU Leuven, UC)
- 4: Cultural heritage studies in the EU and beyond (KU Leuven, ILIAUNI, TU)
- 5: Memory politics and cultural policies (UJ, NaUKMA, ILIAUNI)
- 6: Introduction to Ukraine's cultural history (USask; TU)
- 7: New approaches to Soviet and Russia studies (with a focus on heritage diplomacy) (UKent, NaUKMA, KU Leuven, UT, UDL)

Deliverable D4.5 – Winter school

Deliverable Number	D4.5	Lead Beneficiary	3. UREG
Deliverable Name	Winter school		
Type	OTHER	Dissemination Level	PU - Public
Due Date (month)	16	Work Package No	WP4

Description

Hybrid 5-day winter school for 20 students from consortium universities; lecturers from partner universities and UR.

Deliverable D4.6 – Role Play Game

Deliverable Number	D4.6	Lead Beneficiary	2. NaUKMA
Deliverable Name	Role Play Game		
Type	OTHER	Dissemination Level	PU - Public
Due Date (month)	27	Work Package No	WP4

Description

Online role play game – training for students organized by several consortium universities. Reports: on the project website and social media. Analyzed in D4.1

Deliverable D5.1 – Three annual Stakeholder- Academia Round Tables

Deliverable Number	D5.1	Lead Beneficiary	10. UC
Deliverable Name	Three annual Stakeholder- Academia Round Tables		
Type	OTHER	Dissemination Level	PU - Public
Due Date (month)	15	Work Package No	WP5

Description

Presentation and discussion of the key elements of the e-platform UKROPEDIA with a focus on heritage (ontological maps established in T5.1 and T5.2 and the pre-tested design in T5.3)
Target group: Ukraine's heritage and international strategic communication experts/stakeholders (Ukrainian public diplomacy experts, Ministry of Information,

MFA, Ministry of Culture, Leaders of Ukraine Institutes, Consortium experts, guest speaker from leading global centers studying heritage). Around 15 participants per roundtable.
 Duration: 1.5 hour per Roundtable
 Language: Ukrainian
 Report: on the project website, on institutional websites of WP Consortium researchers, in media reported by the students of Journalism of BKNUC, in the final report.
 Evaluation report: each
 Roundtable ends with participants filling the evaluation form providing feedback used for organization of the next Roundtable
 Materials package: 3 brochures presenting the key results of each phase of WP5

Deliverable D5.2 – E-platform UKROPEDIA

Deliverable Number	D5.2	Lead Beneficiary	10. UC
Deliverable Name	E-platform UKROPEDIA		
Type	DEC — Websites, patent filings, videos, etc	Dissemination Level	SEN - Sensitive
Due Date (month)	34	Work Package No	WP5

Description

Development and presentation of the UKROPEDIA platform (testing it on the dissemination of the heritage-related content)

Language: English

Deliverable D6.1 – Project policy report

Deliverable Number	D6.1	Lead Beneficiary	1. KU Leuven
Deliverable Name	Project policy report		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	36	Work Package No	WP6

Description

HER-UKR series: a final report with the final, validated policy recommendations

This report is outcome of research results. Format: Electronic and printed (50 copies)

English. Approximately 60 pages. The report will be presented in Brussels (M35). Target audience: European policymakers and stakeholders. Online presentation for Ukrainian audiences (M36). Reports of the events will be available on the project website and social media.

Deliverable D7.1 – Communication plan and dissemination strategy

Deliverable Number	D7.1	Lead Beneficiary	1. KU Leuven
Deliverable Name	Communication plan and dissemination strategy		
Type	R — Document, report	Dissemination Level	SEN - Sensitive
Due Date (month)	2	Work Package No	WP7

Description			
For internal usage; organization of communication campaigns and dissemination activities consist of detailed timelines, message boxes, guidelines			

Deliverable D7.2 – Website with intranet service

Deliverable Number	D7.2	Lead Beneficiary	1. KU Leuven
Deliverable Name	Website with intranet service		
Type	DEC — Websites, patent filings, videos, etc	Dissemination Level	PU - Public
Due Date (month)	3	Work Package No	WP7

Description			
Website is the main tool to communicate with global audience; intranet service is the main tool of internal network communication and activities; Intranet service – an online platform for sharing research and teaching materials, collect data and new references on the researched topics that will be peer reviewed, discussed and used by consortium participants.			

Deliverable D7.3 – Interviews, articles and comments in the press

Deliverable Number	D7.3	Lead Beneficiary	1. KU Leuven
Deliverable Name	Interviews, articles and comments in the press		
Type	OTHER	Dissemination Level	PU - Public
Due Date (month)	36	Work Package No	WP7

Description			
In local and international press; in national languages of partner states and English			

Deliverable D7.4 – Series of podcasts on topics: Ukrainian heritage, Ukrainian literature, theatre, visual art, architecture, cinema

Deliverable Number	D7.4	Lead Beneficiary	2. NaUKMA
Deliverable Name	Series of podcasts on topics: Ukrainian heritage, Ukrainian literature, theatre, visual art, architecture, cinema		

Type	DEC —Websites, patent filings, videos, etc	Dissemination Level	PU - Public
Due Date (month)	24	Work Package No	WP7

Description			
<p>“Discovering Ukrainian culture” – special series of Explaining Ukraine podcast (12 episodes) Language: English; Total audience: over 1 million; Target group: English-speaking audience from all over the world. Foreign scholars, journalists, diplomats, politicians; Landing platforms: Soundcloud, Google podcasts, Apple podcasts, Patreon, other podcast applications, YouTube;</p>			

Deliverable D7.5 – E-Newsletters

Deliverable Number	D7.5	Lead Beneficiary	1. KU Leuven
Deliverable Name	E-Newsletters		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	36	Work Package No	WP7

Description			
<p>HER-UKR series: E-Newsletter. Online newsletter sent to the Commission and uploaded on the project website. 2 per year; Language: English. Approximately 20 pages.</p>			

Deliverable D7.6 – Challenges of EU heritage diplomacy studies

Deliverable Number	D7.6	Lead Beneficiary	1. KU Leuven
Deliverable Name	Challenges of EU heritage diplomacy studies		
Type	R — Document, report	Dissemination Level	PU - Public
Due Date (month)	10	Work Package No	WP7

Description			
<p>3-day conference; up to 50 attendees. Attended by all consortium participants. Presentation of two reports to scientific community. Close-door sessions – presentation of collected data; presentation of research proposals; revision and adjustment of project strategies.</p> <p>E-material package. Reports: on the project website and social media channels. Signed presence list. Evaluation: feedback questionnaire</p>			

LIST OF MILESTONES

Milestones					
Grant Preparation (Milestones screen) — Enter the info.					
Milestone No	Milestone Name	Work Package No	Lead Beneficiary	Means of Verification	Due Date (month)
1	Consortium agreement	WP1	1-KU Leuven	Consortium agreement is drafted and signed by all partners	1
2	Kick-off meeting	WP1	1-KU Leuven	Meeting minutes; approved project management plan; communication and dissemination plans; principles and methods of monitoring and quality strategy; members to an editorial board elected	2
3	Mid-term meeting	WP1	1-KU Leuven	Meeting minutes; periodic report	19
4	Final meeting	WP1	1-KU Leuven	Final Report	35
5	Reports goals, sources and structure	WP2	1-KU Leuven	Validated reports outline	3
6	Submission of draft articles/book chapters for internal peer reviews	WP3	1-KU Leuven	Drafts are submitted for internal peer review.	17
7	Submission of an edited volume proposal / a special issue proposal	WP3	3-UREG	Edited volume/ special issue proposals submitted to publishers	21
8	Submission of articles for both an edited volume and a special issue	WP3	1-KU Leuven	Articles are submitted for publication	25
9	Teaching seminar timeline, format and agenda	WP4	8-TU	Approved teaching seminar plan.	13
10	Scenario of the tabletop exercise	WP4	1-KU Leuven	Approved scenario of the tabletop exercise.	16
11	Scenario of the role play exercise	WP4	2-NaUKMA	Approved scenario of the role play exercise	23
12	Test model designed for the heritage-related content	WP5	10-UC	Tested model	27
13	Draft policy report	WP6	1-KU Leuven	Policy report submitted for external peer reviews	33
14	Start of communication campaign	WP7	1-KU Leuven	Developed communication strategy and plan;	2

Milestones					
<i>Grant Preparation (Milestones screen) — Enter the info.</i>					
Milestone No	Milestone Name	Work Package No	Lead Beneficiary	Means of Verification	Due Date (month)
				information about the project's on the social media: LinkedIn, Twitter, Facebook; partners' websites	
15	Conference program and agenda, logistics	WP7	1-KU Leuven	Approved conference program, logistics	4
16	Second Conference program and agenda, logistics	WP7	13-SH	Approved conference program, logistics	27

LIST OF CRITICAL RISKS

Critical risks & risk management strategy			
<i>Grant Preparation (Critical Risks screen) — Enter the info.</i>			
Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
1	Ongoing war in Ukraine	WP4, WP2, WP6, WP7, WP3, WP5	The full scale invasion of Ukraine by Russia and the subsequent war is a risk for the project, yet it has simultaneously put the destruction of Ukrainian heritage and the potential for EU heritage diplomacy high on the agenda. The composition of the project consortium and the work distribution among the partners takes into account the risks for Ukrainian researchers. The project coordinator KU Leuven has a Ukraine fund which offers research stays for Ukrainian researchers in case the war is preventing them from implementing their research tasks foreseen in the different WPs.
2	Changes in consortium due to withdrawal of a partner	WP1	Should a partner withdraw its tasks will be redistributed to other members of consortium.
3	Delay of deliverables	WP4, WP2, WP3	Monitoring of compliance with the work schedule. If needed, tasks will be rescheduled so that new deadlines are more feasible.

Critical risks & risk management strategy <i>Grant Preparation (Critical Risks screen) — Enter the info.</i>			
Risk number	Description	Work Package No(s)	Proposed Mitigation Measures
4	Low quality of deliverables	WP4, WP2, WP6, WP7, WP3, WP5	Every deliverable will be reviewed at its beginning, mid-term and final stages so that an author will be able to improve quality of her/his product.
5	Low engagement of target audiences	WP7	Analysis and adjustment of existing communication and dissemination plan to make sure that deliverables reach its target audiences.



ANNEX 1



Erasmus+ Programme (ERASMUS)

Description of the action (DoA) *[for FPAs: Action plan]*

Part A

Part B

Version 1.0
25 February 2021





TECHNICAL DESCRIPTION (PART B)

COVER PAGE

Part B of the Application Form must be downloaded from the Portal Submission System, completed and then assembled and re-uploaded as PDF in the system. Page 1 with the grey IMPORTANT NOTICE box should be deleted before uploading.

Note: Please read carefully the conditions set out in the Call document/Programme Guide (for open calls: published on the Portal). Pay particular attention to the award criteria; they explain how the application will be evaluated.

PROJECT	
Project name:	Challenges and opportunities for EU heritage diplomacy in Ukraine
Project acronym:	HER-UKR
Coordinator contact:	Lien Verpoest and Olena Betlii, KU Leuven

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PROJECT SUMMARY

Project summary (in English)

See Abstract (Application Form Part A).

#\$PRJ-SUM-PS\$# #@REL-EVA-RE@# #@PRJ-OBJ-PO@#

1. RELEVANCE

1.1 Background and general objectives

Background and general objectives

Please address all guiding points presented in the Call document/Programme Guide under the award criterion 'Relevance'.

Describe the background and rationale of the project.

How is the project relevant to the scope of the call? How does the project address the general objectives of the call? What is the project's contribution to the priorities of the call (if applicable)?

Background and rationale

Cultural heritage has been an official part of the EU's foreign and security policy toolbox for a little more than a year now, with the Foreign Affairs Council adopting the 'EU concept on Cultural heritage in conflicts and crises' in June 2021. This inclusion can be seen as the culmination of an awareness that has been steadily growing over the years about heritage as a vector of peace and development and the EU, as a self-proclaimed value-based actor, needing to promote its protection and enhancement as part of its external action. This awareness received a major impulse from the destruction of cultural sites in Syria and Iraq in the mid-2010s but can be traced back to adoption of the UNESCO 'Convention on the Protection and Promotion of the Diversity of Cultural Expressions' in 2005 – to which the EU is party.

This long history makes it logical to expect the practice behind the EU's aim and principles has attracted a fair amount of scholarly attention over the years. This has not been the case, to the contrary. Despite the continuous, even expanding, interest in the EU's functioning as an international actor, and a growing fascination for the EU's international cultural relations and cultural diplomacy, cultural heritage remains a blind spot in both EU actorness and EU identity/power research. As such, little is known about the extent to which the EU can indeed be seen as an emerging player in the field of cultural heritage protection. **By linking this awareness of the EU as a values based actor and promotor of democracy to the growing importance of heritage diplomacy in the EU's external relations this project aims to increase and exchange knowledge on the EU's approach to cultural heritage, more in specific in Ukraine.**

Relevance of the project

Russia's full-scale invasion of Ukraine on 24 February 2022 demonstrated how an anti-democratic state can weaponize history and culture, and transform them into a tool for a war of aggression. The incessant attacks on Ukraine's culture and tangible and intangible heritage cannot be perceived as just collateral damage. Instead, the destruction of Ukrainian heritage and cleansing of Ukrainian culture can be identified as one of the vectors of Russia's military strategy in the ongoing war. This securitization of heritage has significantly challenged the EU's cultural heritage policy, which was mainly based on the premise that culture is a driver of peace and mutual understanding. Only in its last Concept on cultural heritage of 2021, the European External Action Service introduced the new and important notion that culture **can be a**



driver not only of peace, but also of conflict. A year before Russia's invasion of Ukraine, the EEAS formulated strategic and operational approaches to heritage in conflict, as well as EU principles for engagement for cultural heritage in conflict and crises.

However, although the EU supported Ukraine's cultural institutions that were under siege throughout 2022 (e.g. via ALIPH), it has not yet become the most visible or powerful actor in protecting its cultural heritage. This can of course be partly explained by the fact that the protection of cultural heritage is not at the heart of Europe's external action, which prioritized highly urgent economic and military support packages for Ukraine.

Still, cultural heritage should be prioritized even at times of war when it is especially vulnerable. In the future too, cultural heritage will be one of the central areas of rebuilding when the reconstruction of Ukraine starts. **Respect for cultural rights and the restoration of damaged heritage will be high on the list of priorities for strengthening democratic institutions and values in postwar Ukraine.** That is when the EU's solid expertise in cultural heritage protection, participatory governance, training personnel, and developing skills required for working with cultural objects will be in high demand in Ukraine.

This project will challenge the current approach that has mainly focused on studying the EU's global engagement in cultural heritage protection through its actions in the MENA region. It will demonstrate that scholars' attention should not be limited to the Global South, where terrorist formations have destroyed cultural heritage. In line with the new insights on heritage communicated in the EEAS "Concept on Cultural heritage in conflicts and crises. A component for peace and security in European Union's external action" (18 June 2021), a new phase of research on heritage is brought on by the full scale invasion of an Eastern Partnership country. Researchers should first of all map, address and assess the violations of international cultural law committed in Ukraine by Russia, a permanent member of the UN Security Council, since 2014. This project therefore aims to establish a **global multidisciplinary research and education network** that will generate, expound and exchange knowledge about EU heritage diplomacy and international cultural relations in general, and in Ukraine in particular; collect, map and disseminate good practices in dealing with contested cultural heritage and cultural heritage preservation in East Central Europe, and provide European policymakers with solid expertise on developments in Ukraine's cultural heritage field.

The network expertise will cover three subtopics that will be further developed in new courses and publications.

1) *The EU strategy for international cultural relations and potential of cultural heritage in promoting democracy and European values in Eastern Europe:*

The project will concentrate on developing, collecting, and discussing research and course syllabuses on the role of cultural heritage in the EU's foreign policy and its tools, the European Neighborhood policy, and the Eastern Partnership. Given that cultural heritage protection is both a foreign policy and a security issue, the project will also focus on a "cultural component" of the EU's security policies. Simultaneously, it will examine EU regulations on cultural heritage protection, which will assist Ukraine and other candidate countries in more efficiently and quickly aligning their cultural legislation with the relevant EU laws.

2) *Conflict prevention – focus on contested heritage and disinformation*

Scholars involved in the project will provide expertise on cultural heritage policies and especially contested heritage in Estonia, Poland, Ukraine, and Georgia. On the one hand, their policies and practices in the field of heritage show various ways of how a "communist" approach to heritage can transition to a more comprehensive approach to heritage based on shared European values. On the other hand, "monuments wars" in these countries demonstrate how Russia has resisted this transformation by using a "war" over Soviet-era monuments as a tool in its foreign policy and relations with the EU member-states. By focusing on how these states have dealt with these challenges, the project partners will prepare recommendations for Brussels on how to better implement its *Concept on cultural heritage in conflict and crises* in Eastern Europe, where the field of cultural heritage remains highly contested.

3) *The Protection and reconstruction of heritage*

One of the main principles of engagement in the 2021 EU "Concept of cultural heritage in conflicts and crises" propose a conflict-sensitive approach as well as understanding that local communities' needs and participation should be prioritized in the EU's efforts. A successful application of these principles necessitates a level of knowledge of Ukraine that is so far lacking in Brussels. In the EU, the field of Slavic studies is still dominated by a focus on Russia, whereas Ukrainian history and culture are rarely studied. As a result, the project will also focus on developing courses and research that will explain to a European audience Ukraine's contested past, previous processes of decommunization, decolonization. In order to implement its principles of engagement and deal with the destruction and securitization of Ukraine's heritage, it is key that the EU carefully assesses regional experiences in protecting cultural heritage in the event of armed conflict. This project intends to pool and analyze these experiences, and use them as a basis for policy recommendations in order for the EU to play a key role in the protection and reconstruction of cultural heritage in the region.



The 2021 EU concept on cultural heritage in conflicts and crises offers a clear framework for developing the EU principles of engagement for the case of Ukraine. These EU principles of engagement on cultural heritage are the following: a) to promote the international legal framework to protect cultural heritage, b) to promote partnerships and multilateralism, c) coherence among EU policies and instruments, d) supporting a multi-track approach with attention to national and local ownership; e) inclusion, empowerment of women and youth; f) conflict sensitivity and “do no harm” principle; g) complementarity between intangible and tangible heritage; and h) coherence with natural heritage and climate change.

The project aligns with these principles by:

- a) focusing on the International Humanitarian Law and the EU and member-states commitments to the responsibility to protect cultural heritage when the Law is violated by an aggressor state;
- b) promoting strategic policy dialogue in the project's activities that include strengthening the partnership with and between various target groups – policymakers (the EEAS, the Parliament, the Commission, UNESCO; national and local authorities of respective countries) and stakeholders (cultural operators, international and national organization that focus on cultural heritage and its protection)
- c) building on expertise of both the EU and national member-states engagements in the protection of cultural heritage that will be reviewed in the project's deliverables;
- d) applying a multi-stakeholder approach as one of the project's methodological pillars;
- e) analyzing inclusiveness of EU's heritage diplomacy and by promoting the principle of inclusivity in all project's activities and engagements;
- f) empowering the analytical voice of Ukrainian researchers and stakeholders so that the EU's interventions are based on thorough analysis and understanding of the situation and their conflict sensitivity is ensured at all stages;
- g) studying the protection of both tangible and intangible cultural heritage in Ukraine, and by spreading knowledge of cultural heritage studies in project's educational activities;
- h) promoting principles and guidelines of European Cultural Heritage Green Paper and the New European Bauhaus in Ukraine.

In doing so, HER-UKR will contribute to the development of a values-based EU heritage policy in Ukraine, thus implementing the EU's goals to

- a) integrate cultural heritage in its political and diplomatic engagement
- b) integrate cultural heritage in its crisis management approach
- c) integrate cultural heritage in its external action's engagement
- d) enhance the interlinkage between cultural heritage, peace and development
- e) monitor its actions on cultural heritage in conflicts and crises (EEAS communication on heritage in times of conflict, 18 June 2021).

1.2 Needs analysis and specific objectives

Needs analysis and specific objectives

Please address the specific conditions/objectives set out in the Call document/ Programme Guide, if applicable.

Describe how the objectives of the project are based on a sound needs analysis in line with the specific objectives of the call. What issue/challenge/gap does the project aim to address?

The objectives should be clear, measureable, realistic and achievable within the duration of the project. For each objective, define appropriate indicators for measuring achievement (including a unit of measurement, baseline value and target value).

Needs analysis:

The EU uses cultural heritage policies to strengthen both internal and external relations. Within the EU, cultural heritage emphasizes a sense of common Europeanness, a shared European identity. Externally, cultural heritage becomes an asset that the EU uses to promote European values, sustainable development and peace, human rights and diversity, boost jobs and economic growth, and strengthen its relations with third countries and international partners. Since the adoption of the *EU Concept of Cultural Heritage in conflicts and crises* in 2021, protection and promotion of cultural heritage as a component of long lasting peace and security has been especially emphasized by the EEAS. This approach defines the EU's role in preserving peace, preventing conflict and strengthening international security via measures concentrated on preventive actions, crises response and recovery processes. Russia's full-scale invasion of Ukraine in 2022 became the first serious test for the operational framework suggested in the document.



Although the Concept provides a detailed list of intentions and initiatives that can be implemented during different phases of conflicts and crises, the EU reaction to destruction of Ukraine's heritage by Russia in 2022 demonstrated that during an ongoing armed conflict, the European response is limited to safeguarding emergency measures. Furthermore, it is largely invisible, in part because it operates through other organizations, such as the ALIPH Foundation, and in part because the topic of Ukraine's endangered cultural heritage is marginalized in the EU's communication strategy. Despite this rather modest engagement and presence among other donors who support cultural sector in Ukraine, documents on international cultural relations adopted by the European Council, European Commission, and European Parliament in December 2022 show that the protection of cultural heritage in the event of armed conflict will be one of the EU's external action priorities in the coming years. Moreover, the preservation, protection, and reconstruction of cultural heritage in Ukraine will be included in the EU work plan for culture 2023-2026.

At the same time, the successful implementation of the 2021 EU Concept, as well as the New European Agenda for Culture and the EU Strategy for International Cultural Relations, is impossible without confronting challenges that have reduced the effectiveness of the EU's external actions in the field of cultural heritage. Thorough analysis of the above mentioned and other related documents, speeches given by HR/VP Josep Borrell and the European commissioner for culture Maria Gabriel, debates organized by the Committee on Culture and Education at the European Parliament, activities of the EUAM and the EU Delegation in Ukraine, conferences and webinars organized by Europa Nostra, ICOMOS and other organizations throughout 2022 allow to define **the following challenges and gaps that the project aims to address:**

- EU heritage diplomacy is not included in curricula at universities and diplomatic academies in member states, and it is not recognized as a necessary component of training for EEAS diplomatic personnel either.
- The EU delegations do not have trained personnel with an expertise in heritage diplomacy who will be appointed in their future cultural focal points. The Common Security and Defence Policy (CSDP) missions and operations need to integrate the protection of cultural heritage in its activities and provide training to local partners when needed too.
- Cultural relations activities in non-associated third countries are not tailored specifically for each partner, although it would be expected from CSDP missions and operations to guide the EU in how to better address challenges affecting cultural heritage in particular countries.
- EU's external actions in the sphere of cultural heritage have low visibility and their contribution in democratic development in partner countries is insufficiently communicated.
- EU's as well as member states' external actions have been often overlapping; their mapping and proper analysis are needed.
- Good practices on the protection and restoration of cultural heritage as well as on how to strengthen cultural heritage resilience for climate change are not collected and shared.

An analysis of Ukraine's heritage field also **shows four gaps** that will be addressed in the project:

- EU heritage as well as cultural diplomacy are not studied at Ukrainian universities.
- Ukrainian professionals are not familiar with European expertise in the sphere of the protection of cultural heritage.
- Ukraine urgently needs to change its regulations in the field of cultural heritage that will allow it to base its post-war recovery on international expertise, European norms and standards, European Quality Principles for EU-funded Interventions with potential impact on Cultural Heritage (prepared by ICOMOS).
- Illegal actions of the Russian occupiers that have looted Ukrainian cultural institutions on the temporary occupied territories of Ukraine since 2014 have not been addressed by the EU and have not become part of its efforts in fighting against illicit trafficking in cultural goods.

The EU has not fully applied its own political and operational framework for international cultural relations described in *the EU Concept of Cultural Heritage in conflicts and crises* in Ukraine (18 June 2021). Currently, it has addressed only one phase of the conflict, namely crisis response, by sending to Ukrainian cultural institutions requested emergency equipment. However, there are more ongoing developments in the field of cultural heritage that without a proper EU engagement may lead to larger conflicts in Ukraine.

Taking into account the findings of the needs analysis and the underrepresentation of EU heritage diplomacy studies in both research and education, we define the following **specific objectives of the project:**

Nº	Specific objective	Measurement unit	Baseline value	Target value
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1	To create a durable, multidisciplinary global network on EU heritage diplomacy and its challenges and opportunities in the Eastern partnership region	Creation of Association of Heritage Diplomacy	EU heritage diplomacy has the potential to become a vector of EU external action that reinforces EU soft power in conflicted regions.	Multi-partner network created based on the research collaboration of the HER-UKR members
2	To map the EU's external action in the field of cultural heritage, create a database of stakeholders needs and engage in systematic data collection that will be used by the consortium participants in their research and educational activities (WP2)	Number of products	Law awareness of EU heritage diplomacy and overlapped EU initiatives in the field of cultural heritage	Two published reports: Mapping EU's external actions in the field of cultural heritage. Mapping EU heritage diplomacy studies in the EU Developed database of stakeholders and their needs
3	Stimulate EU heritage diplomacy research, generate high-quality new knowledge, and produce validated policy recommendations based on the project's research findings. (WP3, WP6)	Number of publications related to the topic	The field of heritage diplomacy studies in general, and of EU heritage diplomacy in particular, is in the first stage of its development	Special issue on EU heritage policy. Edited volume on contested heritage in the EU and European Neighborhood. Policy report for European and Ukrainian policymakers and stakeholders.
4	Promote excellence in teaching of courses related to EU heritage diplomacy within the international consortium (WP4)	Number of courses and trainings	There is a lack of courses focused specifically on the heritage diplomacy in general, and on EU heritage diplomacy in particular.	Teaching based on Collaborative Online International Learning approach (COIL). Heritage Preservation in East Central Europe: Policies, Resources, Communities (MOOC) Trainings, seminars, role play, tabletop exercise for students, lecturers, stakeholders, policymakers, and general public.
5	Research and analysis in the field of Ukraine's cultural heritage and its place in strategic communication of and about Ukraine (WP3, WP 5)	Number of products	Ukrainian cultural heritage studies are highly underrepresented in Western academia and its content is usually unknown for European policymakers and general public	Quarterly monitoring of developments in Ukraine's cultural field (a chapter in the HER-UKR E-Newsletter for the Commission) Report on Cultural heritage economy of Ukraine – analysis E-platform UKROPEDIA - a new tool for Ukraine's strategic



				communication guided by the ontological algorithm informed by the WPs findings, with its test model designed for the heritage-related content as a start
6	Creating an online platform - intranet service - for networking through discussion of shared research and education materials (WP7)	Number of shared and reviewed materials	Such a product does not exist	On the platform, all project participants will share their research and teaching materials, as well as peer review colleagues' materials
7	Development of communication and dissemination strategies that increase visibility of EU's external actions and impact of the project in the field of EU heritage diplomacy (WP7)	Metrics of public outreach, Number of publications and events	Partner universities online resources	Project website and social media accounts on Twitter, YouTube, Facebook. Academic publications and events. Meetings with stakeholders in the EU and partners countries. Public lectures online and at partner universities.

#@COM-PLE-CP@#

1.3 Complementarity with other actions and innovation — European added value

Complementarity with other actions and innovation

Explain how the project builds on the results of past activities carried out in the field, and describe its innovative aspects (if any).

Explain how the activities are complementary to other activities carried out by other organisations (if applicable). Illustrate the trans-national dimension of the project; its impact/interest in the EU area; possibility to use the results in other countries, potential to develop /cross-border cooperation among Programme countries and Partner countries, if applicable, etc.

If your proposal is based on the results of one or more previous or ongoing projects, please provide precise references to these projects.

The project builds up on the results of the following ongoing and past activities in the field:

1) Previous projects carried out by some of the consortium members

Contested Heritage. A multilevel analysis of the securitization of heritage and its challenges for EU and UN actorhood (CELSA project, 2021-2023)

The network of KU Leuven, University of Tartu, Charles University in Prague

This research project intended to evaluate EU and UN actions when faced with serious challenges for heritage diplomacy, in this case state-led securitization that targets common history and shared heritage with other states.

Crisis, Conflict and Critical Diplomacy: EU Perceptions in Ukraine, Israel and Palestine (C3EU) (Jean Monnet Network, 2015-2018)

Consortium members involved in the project: KU Leuven and University of Canterbury

The project focused on EU images in key issue areas of economy, politics, foreign policy, energy, climate change, RS&I, civil society and culture/education C3EU diagnosed and explained EU perceptions in these volatile strategic neighbours and tracked narratives and expectations of the EU. C3EU utilised existing academic connections, successful structures, tested methods and innovative theoretical models to provide empirical information and policy recommendations to stakeholders and target audiences to fine-tune public diplomacy based on an in-depth assessment of EU perceptions in the three conflicted locations.

The **H2020 ILUCIDARE Project** at KU Leuven provides useful insights, as well as the University of Tartu Erasmus + Project on **Academic Responses to Hybrid Threats (WARN)**, which aims at jointly developing counter-measures against hybrid security threats that Ukraine faces.

2) Other projects related to the consortium future activities**HERIDI – EU heritage diplomacy and the dynamics of inter-heritage dialogue (funded by the Academy of Finland, 2020-2024)**

This is the only project that focuses solely on EU heritage diplomacy research. Prof. Tuuli Lähdesmäki, project leader, is a leading researcher in the field of heritage diplomacy. She builds on Prof. Tim Winter's pioneering research that develops the concept of heritage diplomacy, as well as its methodological frameworks and focus.

Novelties of the project compared to the above mentioned projects are:

- **focus:** the most notable innovation of this project is its emphasis on EU heritage diplomacy in Ukraine during Russia's ongoing war on it. This project will investigate how EU cultural policies work in the context of a full-scale war and identify the major challenges to their implementation both during and after the war. It will also examine cultural heritage policies in East Central European countries that joined the EU in 2004. On the one hand, these countries transitioned from post-socialist/post-soviet to EU countries, a path Ukraine is now following. On the other hand, since February 2022, these countries, particularly Poland, have become among the most supportive EU member-states of Ukraine's cultural heritage protection. Their contribution to EU heritage diplomacy should be acknowledged and properly studied, which has not been done in previous research.

- **scope:** unlike previous projects, this project will not only stimulate research but it will also promote excellence of teaching. In this way, the gap that often exists between research and the implementation of its results in teaching courses will be bridged. This will contribute to the creation of BA and MA programs on EU heritage diplomacy and encourage more students to choose this area of studies for their bachelor's, master's, or PhD theses.

- **multidisciplinary and levels of analysis:** the composition of our consortium ensures its uniqueness. The project brings together scholars from different disciplines. They will study the subject from various perspectives, applying methodology and theoretical frameworks of EU studies, heritage studies, politics of memory, cultural anthropology, history, political science, and architecture. Additionally, unlike in earlier research that mainly focused on EU policies or Ukraine activities concerning heritage diplomacy, in this project we intend to develop a methodological framework from the perspective of international relations theory (*actorness* in heritage protection) and from the viewpoint of international and EU law that will enable us to assess not only the policies but also the *dynamics between the EU and Ukraine* concerning heritage diplomacy. As a result, we will be able to conduct research and teach about EU heritage diplomacy in all of its complexities.

Trans-national dimension of the project:

Two *levels* are primordial for this project - a) organizational and b) national. The organization under focus is the European Union. On the national level, we incorporate EU member states, Ukraine, and Georgia. Thus, the trans-national dimension is one of the pillars of this project.

This project has the following added value for other EU member states:

- a detailed and solid analysis of how EU heritage policies work during conflicts and crises not in the Global South but when the EU faces Russia's violations of international cultural heritage law in Europe (relevant for all countries);
- an example set first and foremost by Poland of a rapid response to the challenges of protecting cultural heritage in times of war and its leadership in the process of assisting Ukraine's cultural institutions (relevant for all countries);
- an example set by Estonia and Poland, countries of dealing with a difficult past and contested heritage (particularly relevant for EU countries at the beginning of the decolonization process);
- countries will be better protected from the influences of Russian propaganda and disinformation campaigns;
- the project will show that mutual trans-border cooperation is possible only then when the past is demined and cultural heritage is not used as a weapon.

Eastern Partnership countries will be able to revise their own national cultural heritage policies and practices by using guidelines prepared for Ukraine. Furthermore, ongoing processes of deconstruction of cultural heritage in Ukraine will be also relevant for these countries. By studying the results of this project, policymakers and stakeholders will learn how to strengthen democracy and empower values through cultural heritage.

The results of the research project will contribute to building mutual trust and cross-border cooperation by providing more enhanced expertise on cases in which questions of cultural heritage are interlinked with



ethnic minority issues, traumas of territorial loss, and conflicting memory politics inside the European Union. Thus, for example, the recent instrumentalization of heritage policies in the case of Hungary has led to a decrease in trust between Budapest and the neighbouring EU member-states who suspected that the former had started using heritage policies as an instrument of covert territorial revisionism and ethnic irredentism. Unresolved issues in this area have also existed between Germany and the Czech Republic, where the German communities are now long gone from the Sudetenland, but questions of property restitution and memory politics nevertheless led to tensions in the relatively recent past. Similar issues have arisen in Poland with respect to cities with mixed cultural legacies, such as Gdańsk. Hence, a better understanding of the role of cultural heritage and ways in which it has been politicized and instrumentalized becomes important for intra-EU trust-building and crafting positive-sum-oriented heritage policies.

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2. QUALITY

2.1 PROJECT DESIGN AND IMPLEMENTATION

2.1.1 Concept and methodology

Concept and methodology

Please address all guiding points presented in the Call document/Programme Guide under the award criterion 'Quality of the project design and implementation'.

Outline the approach and methodology behind the project. Explain why they are the most suitable for achieving the project's objectives.

The overarching theoretical perspective of the HER-UKR project starts out from the observation that heritage is increasingly securitized, not only through discursive actions, but since the full scale invasion of Ukraine by Russia in 2022 also through massive military action. The premise of heritage as an important vector of soft power, while at the same increasingly becoming subject to securitization will be triangulated with the EU's ambitions to focus on heritage in its external policy (Concept on heritage 2021). The HER-UKR project will therefore focus on exploring EU actorness in heritage diplomacy as a way of developing its values-based external policy.

A *first* academic novelty of HER-UKR lies in the fact that this project links **securitization theory** (Russo & Giusti 2018) to the analysis of **EU actorness in the field of cultural heritage** (Drieskens 2020). This will be implemented through an exhaustive range of data collection methods in WP 2: elite interviews, focus groups with EU and Ukrainian policymakers and stakeholders, Nvivo mapping of strategic narratives.

The feasibility of this method is guaranteed by the team of experts in the international consortium with extensive and complimentary expertise on actorness (Drieskens), norms and values internalization and contestation (Verpoest), and norms and interested-based EU foreign policy (Casier).

A *second* novelty lies in the use of **strategic narrative analysis with a focus on heritage diplomacy**. So far, strategic narrative analysis (Miskimmon, o'Loughlin and Roselle 2014, 2017) was mainly applied in political communication and public diplomacy. By applying this in heritage diplomacy, the HER-UKR intends to deepen the analysis of the effectiveness of heritage as a tool of EU external action. The results of the strategic narrative analysis will be gather in NVIVO. Within the framework of the project, several partners will furthermore cooperate to develop a new e-platform UKROPEDIA which draws upon the results of the strategic narrative analysis (WP5). The collaboration of the project partners is supported by the solid expertise of the UC Digital Lab responsible for the development of the UKROPEDIA algorithm.

Thirdly, concerning Education and Training (WP 4), the project's innovative approach lies in the development of a transversal educational approach through a) a **collaborative online course** among the consortium partners (**COIL**); b) a winter school organized by the University of Regensburg partner in February -March 2025; c) the organization of **methodological webinars** for the consortium partners to train all partners in the research methods used in the project and d) a **MOOC** developed by the Lviv Centre for Urban history under the supervision of the partner universities that will be made available for students of the partner universities, as well as policymakers and stakeholders and e) a **heritage research reading group** that will be used for first internal peer review of all publications in the framework of the HER-UKR project. Not only will this contribute to the publication of an edited volume and special issue, but the COIL approach will also result in a HER-UKR report on use of COIL in the Jean Monnet network titled "Learning by example: insights from COIL methods in Jean Monnet Policy Debates".

Fourthly, HER-UKR also plans **policy oriented research** based on data collection and analysis and interviews, focus groups and ontological mapping through strategic narrative analysis (WP2) and policy



recommendations drawn on its results (WP6). The communication and dissemination of the publications (academic and policy oriented) and will take place through our online platforms, planned conferences and stakeholder events (WP7).

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2.1.2 Project management, quality assurance and monitoring and evaluation strategy

Project management, quality assurance and monitoring and evaluation strategy

Describe the measures foreseen to ensure that the project implementation is of high quality and completed in time.

Describe the methods to ensure good quality, monitoring, planning and control.

Describe the evaluation methods and indicators (quantitative and qualitative) to monitor and verify the outreach and coverage of the activities and results (including unit of measurement, baseline and target values). The indicators proposed to measure progress should be relevant, realistic and measurable.

Project management is based on the waterfall methodology, which is the most efficient method for projects that take a linear development approach, such as ours. This proposal already defines the goals, vision, phases, outcomes, and budget of HER-UKR. They will be implemented without major changes once the project begins. Each WP has a structured workflow that outlines the steps that must be taken in order to meet objectives and deliver outputs on time.

At the kick-off meeting the project manager (KU Leuven) will present to the consortium a detailed project management plan that explains project governance and decision making principles; communication and dissemination strategy; risk assessment and quality control; monitoring and timely delivery of outputs. As a result, everyone will understand the project's development phases, procedures, roles, as well as her/his own sphere of responsibility, tasks, and deadlines.

The project manager's goal will be to ensure the smooth implementation of all WPs and to facilitate all consortium members' networking activities. A document management system (sharepoint) will be developed for this purpose and made available via a password-protected section of the project website. In addition, the financial coordinator will prepare a financial guidance plan (KU Leuven). Over the course of HER-UKR, all consortium participants will receive ongoing assistance from the project coordinator (KU Leuven).

HER-UKR has a fixed timeline and outputs, which means that its success will directly depend on the timely finalization of all deliverables. **A solid quality management and monitoring strategy** will ensure that general and specific objectives of the project are effectively met, and that all the deliverables fulfill the requirements.

Our quality management will start with a clear definition of two types of quality criteria: 1) acceptance criteria – a prioritized list of criteria that outputs must meet before being accepted by the Commission (measurable definitions); 2) quality criteria – defined quality specification of each type of output that will be used for in-process quality control by all our participants and reviewers.

Quality planning and control:

The quality planning will be focused on the definition of the quality expectations that project's outputs must meet. It will clarify what our quality methods and the responsibilities of reviewers are so that all partners know what is expected from them in terms of the quality outputs.

A quality register will be used to monitor all the QM activities (a spreadsheet). This quality review underscored by the quality register will be a standard method applied in the project. It will be prepared by a peer reviewer and approved by an editorial committee (the quality review, criteria, and evaluation stages will be presented and approved at the kick-off meeting). The quality register will be continuously maintained by the project manager throughout the project lifecycle.

Quality criteria (standards and metrics) will be defined for each of the project's outputs that first and foremost include publications (e.g., an article, an edited volume, a special issue, a study report, a policy report) and events (e.g., a workshop, a series of lectures, a methodological seminar, a winter school, a role play, a tabletop exercise, a conference).

We will use **primarily qualitative assessments and a checklist approach**. For the checklist approach for example for a planned research report, we will assess the following questions, among others: does it address the intended research objectives (Y/N), does it provide a clear presentation of relevant research results (Y/N), has it been peer-reviewed with other team members (Y/N), has it been adequately revised following the peer review (Y/N). The advantage with this checklist approach is that it aligns with the overall



Waterfall approach we will pursue throughout the project. Qualitative assessments will include the internal peer review notes produced by the relevant team members.

A checklist for planning an event would be: a draft agenda with preliminary speakers and content has been discussed and pre-approved by the project team (Y/N), a date has been chosen and a “save the date” invitation message has been sent to the target audience (Y/N), speakers have been contacted and have accepted (Y/N), a venue has been secured for the event (Y/N), each project team member has a clear understanding of their roles and responsibilities before, during, and after the event (Y/N).

Monitoring will measure the progress of the project against planned achievements. The implementation of the project will be monitored at work package and general project level. It will be the task of the project manager to control whether the progress is within the tolerance limits set in the project and whether any deviation should be addressed by the steering group. The WP leader and task leaders will control the execution of separate work packages and report any possible deviation to the project manager so that corrective actions can be introduced on time.

We will carry out monitoring based on two types of progress control:

At each project milestone, the project coordinator will hold a conference call with the WP team to take stock of progress achieved to date and to remind the team of what is to come next as per the project proposal (“event-driven control”).

In addition, the project coordinator will hold conference calls on a bi-monthly basis with WP and task leaders to obtain progress updates in between major milestones (“time-driven control”).

Baselines for monitoring are set in the project plan (pre-defined performance targets and tolerances); during progress control they will be compared with actual performance within acceptable deviation ranges and completed work in a WP.

Checkpoint reports will be used for a proper progress review of work package progress against schedule and quality activities. Their frequency will be aligned with the complexity and needs of each WP. Any raised issue or identified risk that could jeopardize project progress will be reported and recorded respectively in an issue register and in a risk register.

Progress **evaluation** techniques will include a milestone chart and a Kanban board.

Peer review will be the main method for both quality control and progress control. Its goal will be to assess quality or progress of a task prior to key stages of its fulfillment. Different reviewers will be involved in the peer review of a draft report or publication.

We will ensure quality control for the research outputs by organizing a peer review of each draft deliverable report and of each draft publication before they are finalized. The reviewers will be drawn from the project team, such that researchers from each task team will get to review at least one draft output by researchers from another task team. Where deemed necessary, the project team will also elicit the help of external reviewers.

For the education activities of the project, the project team will ensure that each major activity is reviewed and discussed by at least two participating institutions before being launched.

In addition, the project's **model for advising EU policy** will include a combination of research, preliminary policy recommendations drafted from its results, and their validation during workshops and meetings with the representatives of the EU Commission, EU Parliament, and the EEAS.

Throughout various stages of project implementation, the consortium team will organize peer-learning activities and joint stocktaking meetings with EU policymakers, stakeholders, and experts to: 1) assess the demands, gaps, and issues with EU policies that will be addressed in the study and subsequent policy suggestions; 2) exchange ideas and review research findings; 3) discuss new approaches and ideas on how to improve efficiency of EU's external actions in the field of cultural heritage in Ukraine and beyond.

The outreach and coverage of the project activities will be systematically evaluated and measured according to three methods.

The first method will be to use **surveys** to measure awareness and understanding of EU heritage diplomacy among the faculty and staff of the project's participating institutions. This will be carried out



three times, with the same questions each time: within the first 6 months of the project, in the course of the second year of the project, and a third time closer to the end of the project. The differences in the survey responses will be analysed so as to evaluate progress made in achieving awareness. The advantage of doing the survey three times is that the project team will have an interim measurement of possible changes in awareness already during the second year of the project. Should the change in awareness be found to be low at that moment, this will still allow the project team to take additional measures to further promote awareness within their respective institutions. At the end of the project, the project team will also be able to clearly document progress made on the issue of awareness based on objective criteria, namely the results of the three surveys.

The second method will be a stakeholder peer review process, based on surveys of the stakeholders (including policymakers) the project team will engage with in this project. As the project progresses and stakeholders are identified and invited to relevant activities such as workshops and conferences, the project team will use these opportunities to interrogate stakeholders regarding their views of the project's goals and the appropriateness of the project team's methods and activities in pursuit of the project's goals. As with the first method, stakeholders will be asked for their views at several moments during the project. In contrast to the first method, however, this will not be based on fixed questions but on questions that will mature over time along with the project's activities and with the evolving dialogue between the project team and the stakeholders. Concretely, this process will lead to short internal summaries of views received which the project team will use to guide further reflections over the lifetime of the project and which will be reflected in the project's final reporting.

The third method will address awareness among the general public. This evaluation of public outreach will be based on: the project website's traffic performance (using Google analytics), its social media performance (Twitter, Facebook, LinkedIn, YouTube analytics), a counting of project-related media appearances (interviews of project team members that are related to the project and references to the project in media articles). The project team will also take note of the numbers of registrations and participations in the project's public events.

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2.1.3 Project teams, staff and experts

Project teams and staff

Describe the project teams and how they will work together to implement the project.

List the staff included in the project budget (budget category A) by function/profile (e.g. project manager, senior expert/advisor/researcher, junior expert/advisor/researcher, trainers/teachers, technical personnel, administrative personnel etc — use the same profiles as in the detailed budget table, if any (n/a for prefixed Lump Sum Grants)) and describe briefly their tasks. Provide CVs of all key actors (if required by the Call document/Programme Guide).

Name and function	Organisation	Role/tasks	Professional profile and expertise
Prof. Dr. Lien Verpoest <i>Senior researcher</i>	History Department of the KU Leuven Faculty of Arts, Belgium	Scientific coordinator of the project, WP1 leader Tasks 2.1, 2.2, 3.1, 4.1, 4.4, 6.2 Task 4.1 leader	Main research interests include diplomatic history and East-West relations, and the development of relations between various regional and subregional networks and organizations on the Eurasian continent, strategic narratives, historic institutionalism. Promotor of the CELSA project of Contested heritage.
Dr Olena Betlii <i>Administrative</i>	History Department of the KU Leuven Faculty of Arts, Belgium	Project manager WP7 leader, Tasks 1.1-1.4, 2.2-2.4, 4.4, 7.1-7.6 Tasks 7.2-3 leader	Dr Betlii has been a project manager of the CELSA project "Contested Heritage. A multilevel analysis of the securitization of heritage and its challenges for EU and UN actorness" (2021-2023). Her area of expertise includes securitization of cultural heritage, identity studies, urban studies with a special focus on East Central Europe and Ukraine.



Prof. Dr. Andreas Stynen <i>Senior Researcher</i>	History Department of the KU Leuven Faculty of Arts, Belgium	Tasks 3.1, 3.5, 4.1, 4.6 Task 3.5 leader	His research includes memory practices in the Flemish Movement, popular music culture and the emotional dimension of nationalism, the study of (heritage) tourism. Coordinates KU Leuven postgraduate program on cultural heritage.
Prof. Dr. Edith Drieskens <i>Senior Researcher</i>	Leuven International and European Studies, KU Leuven, Belgium	Tasks 2.2, 3.1, 4.1, 4.4, 4.6, 6.1 Task 4.4 leader	Her area of expertise includes the regional dimension of global governance from a conceptual, theoretical and empirical point of view, focusing on the EU's functioning in multilateral settings, the EU as a heritage (actor) in international relations
Prof. Dr. Bert Demarsin <i>Senior Researcher</i>	Faculty of Law and Criminology, KU Leuven, Belgium	Tasks 3.1, 6.1-2	He is a specialist in EU heritage law, legal aspects of the cultural sector, art trade and museum business, EU import and export policies concerning art and heritage in light of international military conflicts and national measures of heritage protection.
Professor Natalia Chaban <i>Senior researcher</i>	University of Canterbury, New Zealand	WP5 leader Tasks 5.1-3, 4.7 Task 5.3 leader	She is a specialist in international political communication; image, perceptions and narrative studies within international relations and EU foreign policy contexts; co-founder (with Prof Ole Elgström, Lund University) of the <i>perceptual theoretical approach</i> to EU foreign policy; public diplomacy; EU cultural diplomacy; EU knowledge diplomacy; media ecology; cognitive linguistics
Professor Paul Millar <i>Senior researcher</i>	Department of English, UC, NZ// UC Digital Lab	Tasks 5.1-3, 4.7	His area of expertise is literary studies; the literature of Aotearoa New Zealand; writing biography; digital humanities; creation of digital libraries, post-disaster digital archiving; longitudinal studies of post-disaster narratives.
Professor Svitlana Zhabotynska <i>Senior researcher</i>	Bohdan Khmelnitsky National University of Cherkasy, Ukraine	Tasks 2.1, 4.6 Tasks 5.1-2 leader	Doctor of Philology, political linguistics, cognitive linguistics and cognitive science: structuring information rendered by verbal and multimodal (modal and visual) texts. Author of Semantics of Lingual Networks, a conception that develops methodology for structuring linguistic and non-linguistic information.
Professor Anatoliy Chaban, <i>Senior researcher</i>	Bohdan Khmelnitsky National University of Cherkasy, Ukraine	Tasks 5.1-3	Doctor of History. Ukrainian historiography, the formation of the Ukrainian state, geopolitical aspects of regional history, history and culture of Ukrainian regions, Ukraine's integration into the EU.
Associate Professor Oksana Pjetsukh,	Bohdan Khmelnitsky National University of Cherkasy, Ukraine	Tasks 2.1, 5.1-3	Doctor of Philology, political linguistics, studies of diverse verbal representations of political concepts, discourse studies, argumentation theory, cognitive linguistics, ethnolinguistics, genre studies, sociolinguistics.



<i>Junior researcher</i>			
Professor Natalia Shlikhta <i>Senior researcher</i>	National University of Kyiv-Mohyla Academy, Ukraine	WP 4 leader Tasks 2.1, 3.2, 4.1, 4.5, 4.6, 7.5	Head of the History Department. PhD in History, Soviet history, history of Soviet society, ecclesiastical history of Ukraine in the twentieth and twenty-first centuries, oral history, memory studies, historical anthropology, academic integrity. Currently, she is focusing on research on Soviet heritage in contemporary Ukraine, rethinking of Soviet heritage caused with the Russo-Ukrainian war, and on socio-religious changes in independent Ukraine, primarily within the context of Ukrainian Christians' relations to Moscow.
Professor Maksym Yaremenko <i>Senior Researcher</i>	Department of History, NaUKMA, Ukraine	Tasks 2.1, 3.2, 4.6	Area of expertise : 18 th century cultural heritage of Ukraine, church, social and cultural history, education and literacy in the early-modern and modern Ukraine. Prof. Yaremenko is also affiliated with the National Museum of the History of Ukraine.
Dr. Martin-Oleksandr Kisly, <i>Postdoc researcher</i>	Department of History, NaUKMA, Ukraine	Tasks 2.1, 2.2, 2.3, 3.2, 4.7, 7.3-5 Task 7.1 leader	A specialist in cultural heritage and identity of Crimean Tatars. Area of expertise: identity studies, memory studies, migration studies.
Dr. Oleksandra Gaidai <i>Postdoc researcher</i>	Department of History, NaUKMA, Ukraine	Tasks 2.2-2.4, 3.2, 4.2, 4.4, 4.6, 6.1-2, 7.5 Task 2.4, 4.2, 6.2 leader	She specializes in memory studies, heritage, memory politics, contemporary history of Ukraine, late Soviet period. As a former head of academic programs of the Ukrainian Institute (MFA of Ukraine), Dr Gaidai initiated creation of several MOOC courses on Ukrainian history, Crimean Tatars history, Ukrainian culture.
Dr. Galyna Solovei <i>Postdoc researcher</i>	NaUKMA, Department of International Relations, Ukraine	Tasks 2.2, 3.1, 3.2, 4.1, 4.3, 6.2, 7.4-5 Task 4.3 leader	Area of expertise: identity of the conflict actors, peace negotiation, peacebuilding and reconciliation; peace, conflict and democratization. Dr. Solovei's course "Introduction to Peace and Conflict of Studies" in the 3rd year of BA IR program is used as a platform for specialists in the reconstruction of cultural heritage in post-conflict societies.
Associate professor Tetyana Ogarkova <i>Senior researcher</i>	National University of Kyiv-Mohyla Academy, Department of Literary Studies Ukraine	Tasks 7.4-6 Task 7.6 leader	Doctor of Literary Studies (Docteur des lettres, University of Paris-XII Val-de-Marne), Literary scholar and journalist, in charge of international outreach at Ukraine Crisis Media Centre, co-host (with Volodymyr Yermolenko) of the "Explaining Ukraine" podcast and "Ukraine, face à la guerre" podcast (in French) starting from October 2022
Associate professor Volodymyr Yermolenko <i>Senior researcher</i>	National University of Kyiv-Mohyla Academy, Department of Literary Studies Ukraine	Tasks 7.4-6	Ukrainian philosopher, journalist and writer. President of PEN Ukraine. Doctor of political studies (France), PhD in philosophy (kandydat nauk, Ukraine). Analytics director at Internews Ukraine, Chief editor of UkraineWorld.org.



Dr Oksana Dudko <i>Senior researcher</i>	History Department, Anne Tanenbaum Center for Jewish Studies, University of Toronto	Tasks 2.1, 3.2, 4.1, 4.6, 7.4, 7.5 Task 7.5 leader	Specialist in history of the 20th-century Europe with a special focus on violence; gender; and the cultural history of Ukraine, Eastern Europe, and the Soviet Union. She is especially interested in exploring collections of Ukrainian war related heritage (e.g., uniforms, weapons, military gear, insignia, art made from arms, etc.) created during and after two world wars, and the ongoing Russian invasion of Ukraine
Dr. Yuliya Yurchuk <i>Senior researcher</i>	Södertörn University, Sweden	WP 3 leader Tasks 2.4, 3.2, 4.1, 4.5, 4.6, 6.2, 7.5	Area of expertise includes memory studies, history of religion, and the study of nationalism in East European countries, decommunization and decolonization processes in Ukraine. Her current research is on religious heritage and the processes of decolonization regarding monuments and memorials in Ukraine.
Dr. Tom Casier <i>Senior researcher</i>	Global Europe Center, University of Kent	Tasks 2.1, 3.1, 4.1 Task 3.1 leader	Reader in International Relations, expert on EU-Russia relations and EU policy vis-à-vis its eastern neighbours. His research focuses on exploring Russia's military strategy of heritage demolition as part of the Kremlin's broader disinformation campaign, its denial of Ukrainian statehood and its policy of cultural appropriation. It links Russia's campaign to the radicalisation of its foreign policy based on entitlement of great power status and territorial expansion.
Associate Professor Andrey Makarychev <i>Senior researcher</i>	Johan Skytte Institute of Political Studies, Tartu University, Estonia	Tasks 2.1, 3.3, 4.6 Task 2.1 leader	His research interests include Russian foreign policy discourses, international security and regionalism in EU – Russia common neighbourhood. Currently, he works on Estonian post-colonial erasures and Russia's instrumentalization of cultural heritage in the Baltic states.
Associate Professor Andreas Ventsel <i>Senior researcher</i>	Institute of Philosophy and Semiotics, Department of Semiotics, University of Tartu	Tasks 2.1, 3.3, 4.6, 4.7	His area of expertise is analysis of politicization of history events and history narratives with particular focus on the Russia Federation's (RF) strategic communication in Baltic States. Methods: political semiotics, multimodal discourse analysis, political discourse analysis.
Martin Jeřábek <i>Senior researcher</i>	Faculty of Social Sciences, Charles University	Tasks 2.1, 3.4, 4.6	He is a specialist in relations between Germany and Central Europe, Germany's European policies, German history, Czech-German relations, and the Czech-German borderland.
Aliaksei Kazharski <i>Postdoc researcher</i>	Faculty of Social Sciences, Charles University	Tasks 2.1, 3.4, 4.6, 7.4	His main research interests include Central and Eastern Europe, Russia, regionalism, identity in international relations, critical approaches to security and terrorism studies. He conducts research on contested and politicized cultural heritage, the role of national identity in international relations, nationalism.



Professor Oliver Reisner <i>Senior researcher</i>	School of Arts & Sciences, Ilia State University, Georgia	Tasks 2.1, 3.3, 4.5, 4.6, 6.2, 7.5 Task 3.3 leader	Jean Monnet Professor in European & Caucasian Studies. His area of expertise: European Studies, Caucasian Studies, Soviet and Post-Soviet Studies, remembering the Soviet past in Georgia and Caucasus – Forms, commemorative cultures, memoirs, narratives, cultural heritage in the framework of the Interdisciplinary Centre for Memory Studies of the Caucasus at ILIAUNI.
Professor Ketevan Gurchiani <i>Senior researcher</i>	School of Arts and Sciences Institute of Philosophy, Ilia State University Georgia	Tasks 2.1, 3.3, 4.5, 4.6	Head of Higher Education Reform Experts Team Erasmus+ (HERE), Chair of Board of Trustees at the Caucasus Institute for Peace, Democracy and Development. Her research interests are Georgia (Caucasus), Post-Soviet society, religion, everyday life, everyday religion, urban anthropology, anthropology of migration, materiality, , the domesticated and undomesticated nature of the city, and informal practices of resistance.
Assistant Professor Elżbieta Olzacka <i>Senior researcher</i>	Faculty of Philosophy, Jagiellonian University in Krakow, Poland	WP 6 leader Tasks 2.2, 2.4, 3.1, 3.2, 4.3, 4.4, 4.6, 7.5 Task 2.3 leader	Expertise: theories of war and conflict from sociological, anthropological, and cultural study perspectives—several of her papers and her book “War and Culture. The Early Modern Military Revolution in Western Europe and Russia” have been devoted to the role of the cultural context in the analysis of historical and contemporary wars. Her main areas of interest also include cultural mobilization and wartime cultural policy.
Alexandra Yatsyk <i>Postdoc researcher</i>	University of Lille, Institute of the History of Nord, French Academy of Sciences, France	WP 2 leader Tasks 2.2, 2.3, 3.3, 4.6, 4.7 Tasks 2.2 and 4.7 leader	She is a PhD researcher (2 nd doctorate) at the University of Lille, CNRS IRHIS UMR 8529, a visiting researcher at the University of Tartu, Estonia, and a lecturer at Sciences Po, France.). Her scientific interests include securitization of cultural heritage, post-Soviet nation building, sports and cultural mega-events, biopolitics, and urban studies.
Associate Professor Stefan Auer <i>Senior researcher</i>	The University of Hong Kong	Tasks 3.1, 3.3, 4.,1, 4.6, 6.2, 7.4 Task 7.4 leader	Twice named Jean Monnet Chair in EU Studies, his research interests include political philosophy, spanning thinkers as diverse as Carl Schmitt, Hannah Arendt, Václav Havel and Slavoj Žižek; the comparative study of nationalism and the various aspects of the crisis of the European project. He has published an award-winning monograph, Liberal Nationalism in Central Europe (London: Routledge 2004). Most recently he published, European Disunion; Democracy, Sovereignty and the Politics of Emergency (London/New York: Hurst/OUP, 2022).
Assistant Professor Alice Isabella Sullivan <i>Senior researcher</i>	Tufts University, Department of the History of Art and Architecture, USA	Tasks 2.1, 3.2, 4.6, 7.4-5 Task 4.6 leader	Historian of medieval art, architecture, and visual culture, specializing in the artistic production of Eastern Europe and the Byzantine-Slavic cultural spheres. Her current projects focus on the history, art, and culture of regions of the Balkan Peninsula and the Carpathian Mountains , which developed at the crossroads of the Latin, Greek, and Slavic traditions. Co-organizer of the exhibition - Ukraine: Connected Histories & Vibrant Cultures at TU (2022-2023).



Prof. Dr. Mirja Lecke <i>Senior Researcher</i>	University of Regensburg, Germany	Tasks 2.1, 3.3, 4.1, 4.5, 4.6, 7.5	Chair of Slavic Literatures and Cultures at the University of Regensburg. Her main research interests include Russian literature of the imperial and post-soviet periods in postcolonial perspective (in particular Russian-Georgian, Russian-Polish and Russian-Ukrainian relations), and literary Odessa, Russian-Jewish and Polish-Jewish literatures.
Prof. Guido Hausmann <i>Senior Researcher</i>	University of Regensburg, Germany	Tasks 2.1, 3.3, 4.1, 4.5, 4.6, 7.5 Task 4.5 leader	Head of the History Division of the Leibniz-Institute for East and Southeast European Studies (IOS/Regensburg); head of the German section of German-Ukrainian commission of historians. His main research interests include memory history and memory cultures, urban history, empires and nationalities. He will supervise a team of the researchers from Ukraine who will work on the project's topics as fellows at UREG.

Outside resources (subcontracting, seconded staff, etc)

If you do not have all skills/resources in-house, describe how you intend to get them (contributions of members, partner organisations, subcontracting, etc).

If there is subcontracting, please also complete the table in section 4.

The Center of Urban History of East Central Europe (Lviv, Ukraine) will contribute to the project as a subcontractor. The institution has extensive experience in the field of cultural heritage, and has been actively involved in documenting heritage destructions in Ukraine since February 2022. The Center possesses the technical resources required to record a MOOC course on "Heritage Preservation in East Central Europe: Policies, Resources, Communities" in the cooperation with the consortium. The Center will support the work of the Kyiv-Mohyla Academy research team.

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2.1.4 Cost effectiveness and financial management**Cost effectiveness and financial management (n/a for prefixed Lump Sum Grants)**

Describe the measures adopted to ensure that the proposed results and objectives will be achieved in the most cost-effective way.

Indicate the arrangements adopted for the financial management of the project and, in particular, how the financial resources will be allocated and managed within the consortium.

 *Do NOT compare and justify the costs of each work package, but summarize briefly why your budget is cost effective.*

The project's budget is based on personnel costs, travel costs, and costs needed for communication and dissemination activities. It also includes a development of new software – UKROPEDIA that will be tested on research findings and later on will be available for the EU institutions.

Personnel costs include direct costs for project participants. We follow general recommendations for applicants to EU funding programmes to support Ukrainian researchers and reinforce their access to European research infrastructures. Our Ukrainian partners will be invited to spend at least one month at a partner's university of their choice. Two researchers will spend 2 months each at University of Regensburg.

Travel costs: include two live meetings of consortium team 1) in Leuven (we will combine a conference with meetings with policymakers in Brussels, presentation of two reports (WP2), and project management meeting); 2) in Stockholm (we will combine a conference with meetings with stakeholders and project management meeting). Several of our researchers will also have short-term research trips. To assure



cost-effectiveness we will regularly use teleconferencing for internal communication (e.g., Microsoft Teams, ZOOM) and website intranet system as a repository for archiving.

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2.1.5 Risk management

Critical risks and risk management strategy

Describe critical risks, uncertainties or difficulties related to the implementation of your project, and your measures/strategy for addressing them.

Indicate for each risk (in the description) the impact and the likelihood that the risk will materialise (high, medium, low), even after taking into account the mitigating measures.

Note: Uncertainties and unexpected events occur in all organisations, even if very well-run. The risk analysis will help you to predict issues that could delay or hinder project activities. A good risk management strategy is essential for good project management.

Risk No	Description	Work package No	Proposed risk-mitigation measures
1	Ongoing war in Ukraine	2-7	The full scale invasion of Ukraine by Russia and the subsequent war is a risk for the project, yet it has simultaneously put the destruction of Ukrainian heritage and the potential for EU heritage diplomacy high on the agenda. The composition of the project consortium and the work distribution among the partners takes into account the risks for Ukrainian researchers. The project coordinator KU Leuven has a Ukraine fund which offers research stays for Ukrainian researchers in case the war is preventing them from implementing their research tasks foreseen in the different WPs.
2	Changes in consortium due to withdrawal of a partner	1	Should a partner withdraw its tasks will be redistributed to other members of consortium.
3	Delay of deliverables	2-4	Monitoring of compliance with the work schedule. If needed, tasks will be rescheduled so that new deadlines are more feasible.
4	Low quality of deliverables	2-7	Every deliverable will be reviewed at its beginning, mid-term and final stages so that an author will be able to improve quality of her/his product.
5	Low engagement of target audiences	7	Analysis and adjustment of existing communication and dissemination plan to make sure that deliverables reach its target audiences.

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2.2 PARTNERSHIP AND COOPERATION ARRANGEMENTS

2.2.1 Consortium set-up

Consortium cooperation and division of roles (if applicable)

Please address all guiding points presented in the Call document/Programme Guide under the award criterion 'Quality of the partnership and the cooperation arrangements'.

Describe the participants (Beneficiaries, Affiliated Entities, Associated Partners and others, if any) and explain how they will work together to implement the project. How will they bring together the necessary expertise? How will they complement each other?

In what way does each of the participants contribute to the project? Show that each has a valid role and adequate resources to fulfil that role.



The consortium is composed as a global network represented by highly-qualified scholars with internationally recognized achievements from Canada, US, Belgium, France, UK, Germany, the Czech Republic, Sweden, Estonia, Poland, Ukraine, Georgia, Hong Kong, and New Zealand.

Consortium composition:

EU member states	Third countries not associated to the Programme
KU Leuven, Belgium	National university of Kyiv-Mohyla Academy (NaUKMA), Ukraine
Université de Lille (UDL), France	Bohdan Khmelnytsky National University of Cherkasy (BKNUC), Ukraine
Södertörn University (SH), Sweden	Ilia State University (ILIAUNI), Tbilisi, Georgia
Jagiellonian University Krakow (UJ), Poland	Tufts University (TU), US
University of Tartu (UT), Estonia	University of Toronto (UoT), Canada
University of Regensburg (UREG), Germany	University of Canterbury (UC), New Zealand
Charles University (CU), Czech Republic	University of Hong Kong (UHK), HK
	University of Kent (UKent), UK

The complementarity of team competencies is based on the skills, expertise, and experience that each partner university and scholar brings to the consortium in order to ensure the success of the project. The project coordinator (KU Leuven) possesses the necessary skills and prior experience to coordinate EU-funded projects. In addition, the project coordinator team has a track record of success in collaboration with four of the partners' universities: 1) the consortium is based on a network of three universities – KU Leuven, University of Tartu, Charles university in Prague – that have collaborated in the CELSA project: Contested Heritage. A multilevel analysis of the securitization of heritage and its challenges for EU and UN actress (2021-2023); 2) University of Canterbury and KU Leuven collaborated in the Jean Monnet Network - C3EU (2015-2018) led by the UC.

Also, partner universities have actively participated in EU-funded projects (such as ERASMUS+ projects, Jean Monnet Actions, and Horizon Europe). As a result, these universities' financial, international, and research departments are able to assist in meeting the project's objectives and bring an added value to the project. Apart from this, the involved universities are known for being flagships of science and teaching in respective countries. The departments that will carry out the project's activities have extensive experience in studies relevant to the project's scope (EU studies, heritage studies, international relations, international history, history of Ukraine and Eastern Europe, cultural studies, memory studies). As a result, its faculty and students will benefit greatly from the project's outputs, which will improve their existing knowledge and expertise on the subject. Furthermore, participation in the HER-UKR network will strengthen mutual research contacts between universities on different continents.

Individual scholars from the project coordinator's and partners' universities will be key to the project's success. Teams from KU Leuven, UKent, the University of Hong Kong, the University of Canterbury, and Kyiv-Mohyla Academy will strengthen the project's EU studies component with a focus on external actions. Scholars from Ilia State University, KU Leuven, and Tufts University will bring on board their expertise in cultural heritage studies, cultural anthropology and art history. Insights into studies of contested heritage in Ukraine, Poland, the Czech Republic, and Estonia will be provided by scholars from Kyiv-Mohyla Academy, Charles University Prague, Université de Lille, Södertörn University, Jagiellonian University, Universität Regensburg, University of Tartu, and University of Toronto. As a result, the



consortium team will develop a multidisciplinary approach to EU heritage studies in line with the project's objectives.

Although KU Leuven will be responsible for project management, financial management, communication management, and overall control over all phases of the project's development as the project coordinator, partner universities will also have responsibilities, specifically in the timely implementation of work packages tasks and delivery of project outputs. Illia State University, Södertörn University, Kyiv-Mohyla Academy, University of Canterbury, and Jagiellonian University will be lead beneficiaries in WP2-6 respectively. They will also participate actively in decision-making processes as members of the steering committee. Some partners will be chosen to serve on an editorial board that will ensure quality control. Almost every participant will lead a task team at least once. As a result, it will be the mutual responsibility of all partners to ensure that the project's objectives are met and that outputs are delivered and accepted.

2.2.2 Consortium management and decision-making

Consortium management and decision-making (if applicable)

Explain the management structures and decision-making mechanisms within the consortium. Describe how decisions will be taken and how regular and effective communication will be ensured. Describe methods to ensure planning and control.

Note: The concept (including organisational structure and decision-making mechanisms) must be adapted to the complexity and scale of the project.

The Consortium agreement will include a detailed description of the consortium's management and decision-making mechanisms.

The management structure and decision-making mechanisms will be as follows:

Coordinator – an intermediary between the Commission and the consortium; in charge of project management and completion; its team consists of a scientific coordinator, project manager, and financial manager.

Consortium Council – a representative body of all consortium partners who delegate one of their members to the Council; it will evaluate project achievements at annual meetings (kick-off meeting, mid-term meeting, and final meeting), decide on appointments to the steering committee, editorial board, and WP leaders, and approve the final report.

Steering committee – an executive body that will supervise the project's development and ensure timely corrections of any deviations in its implementation; approves outputs and outcomes; is represented by the Coordinator and WP leaders; **makes strategic and policy decisions** that have an impact on the overall project development and final results.

Editorial board – a quality control body elected at the kick-off meeting from among the partners; it is responsible for the quality of academic publications and policy documents.

Work package leader – is accountable for the timely completion of WP tasks; provides progress reports; encourages collaboration between and within teams; and **makes operational** decisions pertaining to the day-to-day operation of the WP.

Task leader – coordinates the work of a task team and ensures that planned activities and outputs are completed on time; makes **operational decisions** regarding the day-to-day operation of the task.

Although project management will be carried out on day-to-day bases by the coordinator's project manager, partners will also maintain managerial tasks on their institutional level.

At the kick-off meeting, the system of internal communication between the coordinator and consortium bodies will be presented. Teleconferencing (MS Teams) will be used as the most cost-effective communication channel. Following each meeting, meeting minutes and recordings will be provided and stored on the project's intranet service. The project manager will plan quarterly Steering Committee meetings and annual Consortium Council meetings. The Consortium will meet in person in Leuven (Y1) and Stockholm (Y3). On the Council's request, an additional online meeting during Y2 may be organized. Frequency of WP teams and tasks teams meetings will be decided at the kick-off meeting.



The project manager will also handle any disagreements or conflicts that may arise between consortium partners. If an operational solution is not found, the legal departments of partner universities will be asked to investigate the situation. It is also expected that the collegial decision system for resolving any conflict within the consortium will be defined.

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3. IMPACT

3.1 Impact and ambition

Impact and ambition

Please address each guiding points presented in the Call document/Programme Guide under the award criterion 'Impact'.

Define the expected short, medium and long-term effects of the project. Who are the target groups? How will the target groups benefit concretely from the project and what would change for them?

The project will deliver academic, societal and economic impact. It will have a long lasting impact on:

- excellence in teaching and research in EU heritage studies around the world;
- influencing EU heritage policies in Ukraine and empowering the EU's global role in conflict-related cultural heritage protection, and on raising public awareness of how the EU's external actions in the field of cultural heritage promote democracy and values;
- recovery of post-war Ukraine's cultural heritage economy

Target groups:

Target groups who will benefit from the project and who will be involved in the development of the project's results represent several categories: the scientific community, policymakers, stakeholders, and the media.

Scientific community:

- Researchers
- Lecturers
- Students

Policymakers:

- EU-level: representatives of the Commission, Parliament, the EEAS who focuses on culture and education
- National level: representatives of parliaments, ministries of culture, local governments

Stakeholders:

- Cultural operators
- International and national organizations, platforms and associations with a focus on cultural heritage (e.g., Europa Nostra, European Cultural Foundation, ICOMOS, Heritage Emergency Response Initiative)
- National NGOs with a focus on cultural heritage and urban sustainability
- Cultural attachés of embassies and diplomatic missions in the EU and Eastern partnership countries
- Public diplomacy institutions affiliated with national ministries of foreign affairs (e.g. Ukrainian institute, Polish institute, *Institut français*, *Czech Center*)

Media/Press

General public

Short-term impact:

The short-term impact will be based on the results of the project. The main result of the project will be the creation of a network on challenges for EU heritage diplomacy in Ukraine that fosters studies of heritage diplomacy among the scientific community, promotes EU heritage policies, improves the efficiency of the EU's external actions in the field of cultural heritage, and integrates Ukraine's heritage policies in a European and global context.

More specific outputs of the project include: high-quality research publications, new courses, educated students and wider public, trained researchers, policy recommendations, guidelines for stakeholders and policymakers, media publications for general audience. During the project duration, these outputs will be disseminated and communicated to specific target groups so that they get access to the network's research and education activities and their results.

Medium-term impact:

The expected outcomes will demonstrate how widespread the project's effects are and will be directly related to the effectiveness of the dissemination and communication measures.

At this stage the project's impact will be seen in:



- An increased popularity of EU heritage studies topics in the scientific community (citation index of project's publications; new research; number of new publications (articles and edited volumes) in the field; number of downloads of project publications; new academic events on the topic)
- successful incorporation of the EU heritage related topics in university curricula in consortium (number of students enrolled in the new courses; number of students who decide to write bachelor's or master's thesis or PhD dissertation on the topic)
- new activities between EU, European and Ukrainian organizations in the field of cultural heritage based on the project's recommendations and guidelines
- a visible role of the EU as a contributor to the promotion of democracy and values in Ukraine through cultural heritage (deployment of the project's recommendations in EU's heritage diplomacy in Ukraine and worldwide)
- more effective EU external action in the field of cultural heritage in conflict and post-conflict situations (the project's results can be of direct use for the implementation of the EU Concept on cultural heritage in conflicts and crises by the EEAS)
- EU norms and standards in new heritage policies and practices in Ukraine (uptake of project's results by Ukrainian policymakers)
- better media coverage of topics related to Ukraine's cultural heritage (diffusion of project's results in media)
- debunking Russian disinformation campaigns that misuse culture and cultural heritage to help justify a war of aggression (uptake of project's results by all target groups)

Long-term impact:

In 5-10 years after the end of the project its wider long-term effects on science, society, and economy will be:

- having developed heritage diplomacy studies with EU heritage diplomacy studies as an innovative and dynamic subfield (established Association of Heritage Diplomacy Studies initiated by consortium with series of its own symposia, conferences, workshops; academic peer reviewed journal; monographs on the topic; continuous research on the topic)
- having created MA programs and modules on EU heritage diplomacy in the universities that were member of the consortium, and beyond (which will have led to a greater variety of related courses, series of summer schools, permanent research groups and institutes at the universities; increased students' interest in the subject)

the deployment of project's results in new EU work plan for culture 2031-2033 and in EU research and innovation funding programmes for 2028-2035 (special activities and calls with a focus on EU heritage diplomacy).

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3.2 Communication, dissemination and visibility**Communication, dissemination and visibility of funding**

Describe the communication and dissemination activities which are planned in order to promote the activities/results and maximise the impact (to whom, which format, how many, etc.). Clarify how you will reach the target groups, relevant stakeholders, policymakers and the general public and explain the choice of the dissemination channels.

Describe how the visibility of EU funding will be ensured.

Communication, dissemination, and exploitation plans include measures that maximise impact of the project:

- Raising awareness about consortium objectives, progress and benefits for target groups
- Promoting and communicating project's activities
- Dissemination of research results and new knowledge within scientific community and beyond
- Providing policy recommendations to make concrete use of the results
- Sharing good practices to assure uptake of the results

General principles of C&D activities:

- Only quality and diverse content should be communicated and disseminated
- Team up with all partners

Communication activities:

Objective: to communicate and promote the project's activities and results to multiple audiences (target groups and beyond), engage in a two-way exchange with said audiences, and to make the EU's heritage diplomacy more visible.



Activities: The HER-UKR Jean Monnet Policy Action intends to engage in six distinct communication activities that will contribute significantly to a wide distribution of the project's ongoing research, insights and long term results,

- 1) Set up a project website to inform, promote and communicate about the project and its successes, engage in communication with website visitors (target groups and beyond)
- 2) Create mailing lists of those interested in project 1) researchers and academicians; 2) policymakers; 3) stakeholders. This tool will enable the project coordinators to send them monthly newsletters tailored to their interests (with an overview of the project's activities, actions beyond the project, new tendencies and developments in the field etc). This will enhance the level of engagement of these target groups and deepen their collaboration with the consortium
- 3) Use social media platforms to engage with target groups, enhance project visibility, gain new followers:
- 4) LinkedIn - to target multiple professional audiences; for the communication of project activities to encourage collaboration with consortium. used to communicate events and calls (textual and visual materials), publications (research articles and blogs), links to relevant activities of consortium participants; reposts of stakeholders' activities that might interest consortium and followers
- 5) Facebook – to target multiple audiences in Ukraine where this social media platform remains the most popular one – tailored to Ukrainian audiences (target groups and beyond) information about project's activities and results, reposts of aimed at Ukrainian's stakeholders European projects and events with a goal to be a bridge between European and Ukrainian stakeholders and policymakers engaged in the protection of cultural heritage
- 6) Twitter – to target multiple audiences – to tweet links to project's activities and results; to communicate main points and messages delivered during project's events (meetings, workshops, seminars; conferences)
- 7) YouTube channel – to target multiple audiences – videos from consortium's online events
- 8) Cross-cutting online campaigns with a hashtag #EU4Heritage to raise awareness of EU's external actions in the field of cultural heritage that promote democracy and values; to increase visibility of project's activities
- 9) Press releases – to target media/press, policymakers and stakeholders – to share brief information about project (once it's launched); project's events (before and after an event); online newsletter and other project's major publications (edited volumes, policy recommendations, guidelines)
- 10) Engagement with media – to target multiple audiences – articles, interviews and comments on the topics related to the project's activities
- 11) Blogs (one each month) on the project's website: to make research results available and attractive to wider public
- 12) Podcasts series (12 podcasts) on topics related to Ukraine's cultural heritage within the project's scope – for multiple audiences.

All these activities will be included in a detailed communication plan that will also contain message boxes tailored to each activity in order to convey clear and better targeted messages. The communication campaign will begin on the first day of the project and will end on its last day.

Dissemination and exploitation activities:

Objective: to share the project results publicly so that project's impact is maximized and its results are used and diffused by targeted groups and beyond

D&E activities:

- Scientific publications: to make research results a common good available to the scientific community and beyond. The consortium will have two publishing projects: a special issue *Challenges of EU heritage diplomacy* and an edited volume *Deconstruction of contested heritage in the EU and European Neighbourhood*. 7-9 Research articles will be published in a special issue in a peer reviewed journal. 12-14 chapters will be published in an edited volume in collaboration with well recognized publishers. Up to 10 articles will be published by scholars in peer reviewed journals individually.
- Academic conferences: to disseminate and discuss research results with scientific community. The consortium will organize to academic conferences: 1) in Leuven (M10); 2) In Stockholm (M32).
- Winterschool in Regensburg (M15-M16) to disseminate, debate, and apply research findings while working with PhD students and junior researchers
- Meetings with stakeholders: to present project's results and discuss needs that should be addressed in further research (M4; M10, M21; M28; M35).



- Meetings with policymakers: to present the project's objectives and project's results, and to discuss next steps of cooperation (M4; M10; M21; M28; M35-36).
- Policy papers: research results tailored to policymakers so that they can be used in new cultural heritage policies and regulations. Reports: *Mapping EU's external actions in the field of cultural heritage*; *Mapping EU heritage diplomacy studies in the EU*, and final project's *Policy Report*.
- Collaborative Online International Learning (COIL) courses: to strengthen collaboration between consortium partners and disseminate knowledge among students
- MOOC course *Heritage Preservation in East Central Europe: Policies, Resources, Communities*: to disseminate knowledge among multiple audiences
- Public lectures (15) to disseminate project results in partner universities and online at the end of Y3.
- Event participation: to share project results and knowledge to target groups at the events organized by them

The visibility of EU funding:

The EU funding will be explicitly acknowledged on the project's website, social media accounts, in scientific publications, on visual materials, banners, posters, announcements, and in all other activities organized during project's duration and in all material disseminated to the public. We will closely follow the obligations set out in the grant agreement. The European flag and funding statement as well as disclaimer will be displayed on project's online resources and printed materials. The visibility of EU funding will be part of the project's visual identity that will be created to increase its familiarity in communications – logo, brand book, templates.

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3.3 Sustainability and continuation

Sustainability, long-term impact and continuation

Describe the follow-up of the project after the EU funding ends. How will the project impact be ensured and sustained? What will need to be done? Which parts of the project should be continued or maintained? How will this be achieved? Which resources will be necessary to continue the project? How will the results be used?

Are there any possible synergies/complementarities with other (EU funded) activities that can build on the project results?

The project will develop a sustainable research collaboration between 15 partner universities that will last after the EU funding ends. This will be implemented through various types of networking activities aimed at closer cooperation of all the participants throughout the project : an online platform for discussions, team work on research topics, the introduction of Collaborative Online International Learning (COIL) events, regular online meetings and several offline meetings to ensure live interaction, academic exchange and discussions in different phases of the project. The project will enable researchers and lecturers to produce high-quality publications and courses that will have a long-lasting impact on the research field and target audiences. They will also initiate new projects, educational and training activities based on gained in the current project experience. Therefore, the end of the project will not mean the end of the network's activities. Furthermore, the network will enhance its further sustainability by establishing an **Association of Heritage Diplomacy Studies** that will expand the established collaboration between partner universities to a wider network with new partners who share the ambition to analyze the challenges and possibilities for EU and other global actors in heritage diplomacy.

After the EU funding ends, we will apply for a **COST-action** grant. We intend to develop a COST heritage diplomacy work program that involves not only universities but also independent research institutions, NGOs, and local stakeholders. The consortium will extend the established cooperation to new, non-academic partners to include their experiences into the a durable approach to heritage diplomacy. The partners will be selected based on the focus groups on heritage in order to identify discourses of new developments in the field.

Secondly, towards the end of the project several partners of the consortium will apply for **Horizon Europe project** on heritage diplomacy in the Eastern Partnership countries. There has been increased attention for the possibilities of heritage diplomacy as a way of compartmentalizing foreign relations, also in EU foreign policy. Yet decommunization and contested heritage pose a particular challenge for heritage diplomacy in the European Neighborhood. The multi-partner follow up project will broaden the scope of HER-UKR by assessing a selection of cases that pose particular challenges for the European Union heritage diplomacy in all Eastern Partnership countries, in order to improve EEAS effectiveness and heighten its legitimacy as a diplomatic actor in cases of contested heritage.

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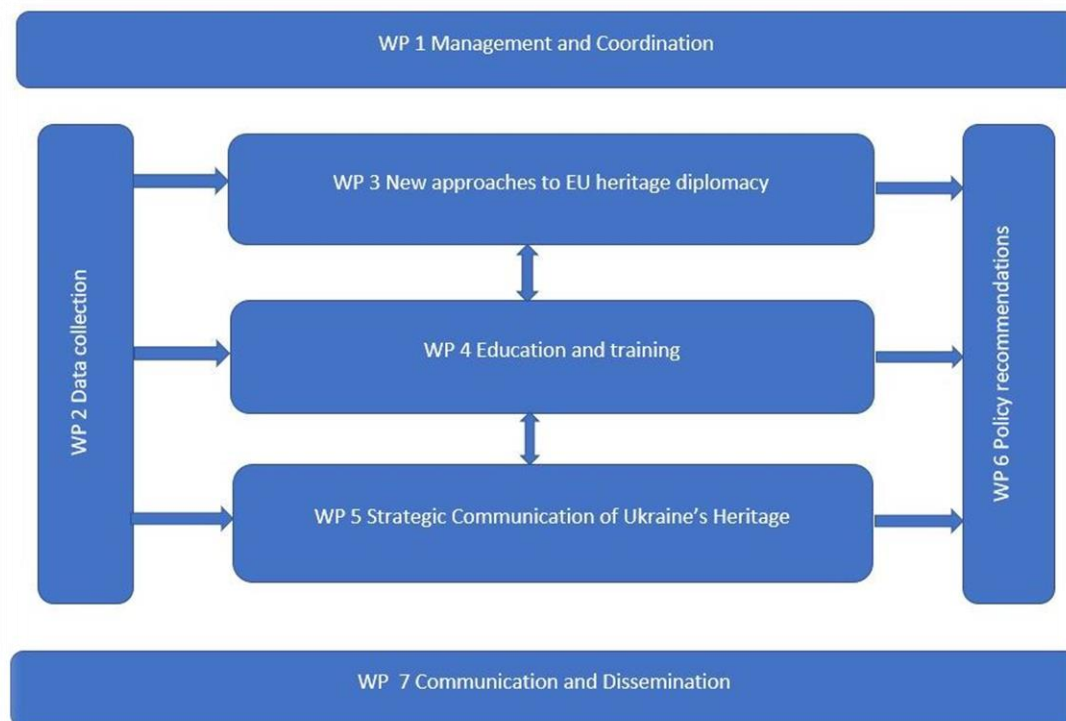
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4. WORK PLAN, WORK PACKAGES, ACTIVITIES, RESOURCES AND TIMING

4.1 Work plan

Work plan

Provide a brief description of the overall structure of the work plan (list of work packages or graphical presentation (Pert chart or similar)).



4.2 Work packages, activities, resources and timing

WORK PACKAGES


Work packages

This section concerns a detailed description of the project activities.


*Group your activities into work packages. **A work package means a major sub-division of the project.** For each work package, enter an objective (expected outcome) and list the activities, milestones and deliverables that belong to it. The grouping should be logical and guided by identifiable deliverables/outputs.*

Projects should normally have a minimum of 2 work packages. WP1 should cover the management and coordination activities (meetings, coordination, project monitoring and evaluation, financial management, progress reports, etc.) and all the activities which are cross-cutting and therefore difficult to assign to another specific work package (do not try splitting these activities across different work packages). WP2 and further WPs should be used for the other project activities. You can create as many work packages as needed by copying WP1. The last WP should be dedicated to Impact and dissemination

Please refer to the Call document/Programme Guide for specific requirements concerning the number and the typology of work packages.

Work packages covering financial support to third parties  only allowed if authorised in the Call document/Programme Guide) must describe the conditions for implementing the support (for grants: max amounts per third party; criteria for calculating the exact amounts, types of activity that qualify (closed list), persons/categories of persons to be supported and criteria and procedures for giving support; for prizes: eligibility and award criteria, amount of the prize and payment arrangements).

 *Enter each activity/milestone/output/outcome/deliverable only once (under one work package).*

 *Ensure consistence with the detailed budget table/calculator (if applicable). (n/a for prefixed Lump Sum Grants)*

Objectives

List the specific objectives to which the work package is linked.

Activities and division of work (WP description)

Provide a concise overview of the work (planned tasks). Be specific and give a short name and number for each task.

*Show who is participating in each task: Coordinator (COO), and if applicable Beneficiaries (BEN), Affiliated Entities (AE), Associated Partners (AP) and others, indicating **in bold** the task leader.*

Add information on other participants' involvement in the project e.g. subcontractors, in-kind contributions.

Note:

In-kind contributions: In-kind contributions for free are cost-neutral, i.e. cannot be declared as cost. Please indicate the in-kind contributions that are provided in the context of the work package.

The Coordinator remains fully responsible for the coordination tasks, even if they are delegated to someone else. Coordinator tasks cannot be subcontracted.

If there is subcontracting, please also complete the table below.

Milestones and deliverables (outputs/outcomes)

Milestones are control points in the project that help to chart progress (e.g. completion of a key deliverable allowing the next phase of the work to begin). Use them only for major outputs in complex projects, otherwise leave the section empty. Please limit the number of milestones by work package.

Means of verification are how you intend to prove that a milestone has been reached. If appropriate, you can also refer to indicators.

Deliverables are project outputs which are submitted to show project progress (any format). Refer only to major outputs. Do not include minor sub-items, internal working papers, meeting minutes, etc. It is recommended to limit the number of deliverables to max 10-15 for the entire project. You may be asked to further reduce the number during grant preparation.

For deliverables such as meetings, events, seminars, trainings, workshops, webinars, conferences, etc., enter each deliverable separately and provide the following in the 'Description' field: invitation, agenda, signed presence list, target group, number of estimated participants, duration of the event, report of the event, training material package, presentations, evaluation report, feedback questionnaire.

For deliverables such as manuals, toolkits, guides, reports, leaflets, brochures, training materials etc., add in the 'Description' field: format (electronic or printed), language(s), approximate number of pages and estimated number of copies of publications (if any).

For each deliverable you will have to indicate a due month by when you commit to upload it in the Portal. The due month of the deliverable cannot be outside the duration of the work package and must be in line with the timeline provided below. Month 1 marks the start of the project and all deadlines should be related to this starting date.

The labels used mean:

Public — fully open (🚩 automatically posted online on the Project Results platforms)

Sensitive — limited under the conditions of the Grant Agreement

EU classified — RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision [2015/444](#). For items classified under other rules (e.g. national or international organisation), please select the equivalent EU classification level.

Work Package 1

Work Package 1: Management and coordination

Duration:	M1 – M36	Lead Beneficiary:	KU Leuven
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Objectives

To create a durable, multidisciplinary global network on EU heritage diplomacy and its challenges and opportunities in the Eastern partnership region:

- Organize and develop administrative, financial and communication coordination and management to assure an efficient communication among consortium partners;
- Facilitate internal communication and external reporting to the Commission
- Assure timely delivery of deliverables and fulfillment of project's objectives

Activities and division of work (WP description)

Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	
T1.1	Administrative coordination	Establishment of a management structure, preparation of project meetings and activities, creation of a management plan (procedures, schedule, project progress management), monitoring,	KU Leuven NaUKMA BKNUC UJ CU	COO BEN BEN BEN BEN	No
T1.2	Risk and quality control	Quality control (Quality assessment plan) and risk management	KU Leuven	COO	No
T1.3	Financial coordination	Payments, financial reporting and other financial activities.	KU Leuven	COO	No
T1.4	Communication coordination	Internal communication with consortium team, external communication with the Commission.	KU Leuven	COO	No

Milestones and deliverables (outputs/outcomes)

Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
MS1	Consortium agreement	1	KU Leuven	The CA will define provisions of on the governance structure of the consortium, technical, managerial, and financial provisions		M1	Consortium agreement is drafted and signed by all partners
MS2	Kick-off meeting	1	KU Leuven	Presentation and approval of project management plan and strategy; communication and dissemination plans; definition of responsibilities of WPs and tasks leaders; election of an editorial board responsible for publication strategy and quality of academic products		M2	Meeting minutes; approved project management plan; communication and dissemination plans; principles and methods of monitoring and quality strategy; members to an editorial board elected
MS3	Mid-term meeting	1	KU Leuven	Evaluation of project development; results of mid-term monitoring and quality reports		M19	Meeting minutes; periodic report
MS4	Final meeting	1	KU Leuven	Final evaluation of project's achievements		M35	Final report
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D1.1	Project management plan	1	KU Leuven	R	PU	M2	Detailed project management plan. Electronic, approximately 36 pages
D1.2	Management tools	1	KU Leuven	R	PU	M2	Charts, tables, reporting templates

D1.3	Meeting reports, project's progress, interim and final reports	1	KU Leuven	R	PU	M1-36	Internal and external communication
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Work Package 2

Work Package 2: Data collection					
Duration:		M2- M10	Lead Beneficiary:		Université de Lille
Objectives					
<p>To map the EU's external action in the field of cultural heritage, create a database of stakeholders needs and engage in systematic data collection that will be used by the consortium participants in their research and educational activities:</p> <ul style="list-style-type: none"> Collect data that will be used by the consortium participants in their research (WP3) and educational (WP4) activities Create database of stakeholders needs Map EU's external actions in the field of cultural heritage Map EU heritage diplomacy studies in the EU 					
Activities and division of work (WP description)					
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	
T2.1	Data and sources collection	Consortium participants will start their research and educational activities from the beginning of	UT, KU Leuven,	BEN COO	NO

		the project. It is expected that all of them will work on literature review, data and sources collection needed for their research and educational deliverables at this stage. Data collection will include interviews, questionnaires, media analysis and other types of methods. Research findings will be presented at the first consortium conference.	CU, UDL, SH, UJ, UREG, NaUKMA, BKNUC, TU, UoT, ILIAUNI	BEN BEN BEN BEN	
T2.2	Interviews and focus groups with stakeholders	An assessment of the EU engagement in the protection of cultural heritage in Ukraine as well as an enumeration of the further needs declared by both the EEAS and Ukrainian cultural institutions is required at the beginning of the project. It will allow researchers to create a database of gaps and challenges in EU-Ukraine heritage cooperation that will be addressed in their research and in tailored policy papers. Stocktaking seminars and workshops with EU and national policymakers and stakeholders will be organized.	KU Leuven UJ UDL ILIAUNI	COO BEN BEN BEN	NO
T2.3	Mapping EU's external actions in the field of cultural heritage	External actions of the EU and its member states concerning heritage policy frequently overlapped, and were not effectively represented. The mapping exercise will aid in the identification of existing problems and gaps in the EU's heritage programs. Report on the topic will be prepared and presented.	UJ KU Leuven NaUKMA ILIAUNI	BEN COO BEN BEN	NO
T2.4	Mapping EU heritage diplomacy studies in the EU	Collect information on courses related to EU heritage diplomacy that are taught in EU member states. This exercise will aid in defining the state of the field when the project began, as well as the challenges of field development. Report on the topic will be prepared and presented.	KU Leuven SH NaUKMA	COO BEN BEN	NO

Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
MS5	Reports goals, sources and structure	2	KU Leuven	Validation of publications preparation stage		M3	Validated reports outline
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D2.1.	HER-UKR series: Mapping EU's external actions in the field of cultural heritage	2	KU Leuven	R	PU	M10	Policy paper based on empirical research. Electronic English 15-20 pages
D1.2	HER-UKR series: Mapping EU heritage diplomacy studies in the EU	2	KU Leuven	R	PU	M10	Policy paper based on empirical research. Electronic English, 15-20 pages
D1.3	HER-UKR series: Report on Cultural heritage economy of Ukraine – analysis	2	NaUKMA	R	PU	M10	Economic assessment of the culture heritage sector in Ukraine and develop evidence-based policy recommendations regarding development of the culture heritage sector in the short-term and long-term perspectives in Ukraine Electronic, English, 40 pages

Work Package 3

Work Package 3: New approaches to EU heritage diplomacy					
Duration:	M10 – M36	Lead Beneficiary:	Södertörn University		
Objectives					
Stimulate research of EU heritage diplomacy and create high-quality knowledge on approaches to EU Heritage diplomacy:					
<ul style="list-style-type: none">▪ Develop new scholarly outputs on EU’s external actions in the field of cultural heritage▪ Enhance research and analysis in the field of Ukraine’s cultural heritage with the goal of improving understanding of the Ukrainian context in the EU▪ Analyse contentious character of cultural heritage in East Central Europe and beyond▪ Explore the role of cultural heritage in minority policies					
Activities and division of work (WP description)					
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	
T3.1	Challenges of EU and member-states heritage diplomacy	The working group will focus on, but not be limited to, the following topics: the EU’s cultural heritage policies and regulations, the EU’s discourses and actorness, the protection of cultural heritage in the event of armed conflict. Scholars will also examine Poland’s contribution to the protection of cultural heritage in Ukraine from 2022 onwards.	KU Leuven HKU UJ UKent	COO BEN BEN BEN	HKU in-kind contribution

T3.2	Heritage in danger: the case of Ukraine	<p>This working group will pool research that will explain to a European audience Ukraine's contested past, processes of decommunization, decolonization, and the ongoing derussification of its cultural heritage, "memory wars" and experience in protecting cultural heritage in the event of armed conflict.</p> <p>The consortium researchers will also exchange their research expertise to work on several topics related to Ukrainian heritage. 1) the protection of Ukraine's cultural heritage in the event of Russia's war of aggression. 2) on the collections of Ukrainian war related heritage (e.g., uniforms, weapons, military gear, insignia, art made from arms, etc.) that were created during and after two world wars, and the ongoing Russian invasion of Ukraine; 3) on old and new funeral rites in Ukraine in European perspectives (in particular on cults of fallen soldiers and military / political leaders).</p>	NaUKMA UJ KU Leuven SH TU UoT UREG UT	COO BEN BEN BEN BEN BEN BEN BEN	NO
T3.3	Contested cultural heritage: the cases of Estonia, Poland, and Georgia	<p>Scholars of this working group will examine ongoing debates about desired and unwanted heritage in urban spaces in Estonia (in comparison to Poland and Ukraine) and Georgia. They will also focus on Russia's historic narratives in the region and demonstrate how Russia has resisted the transformation of post-soviet heritage practices by using a "war" over Soviet-era monuments as a tool in its foreign policy and relations with the EU member-states.</p>	UT UDL ILIAUNI CU	BEN BEN BEN BEN	NO
T3.4	Minority cultural heritage	<p>Researchers will explore several cases that are relevant for EU heritage policy in the EU, the Eastern partnership region in general and Ukraine in specific: 1) minority cultural heritage in Ukraine, in particular on Hungarians in the</p>	UREG ILIAUNI CU	BEN BEN BEN	NO

		context of current Hungarian-Ukrainian political relations and on Jews or Germans; 2) on non-Georgian, minority heritage in Georgia; 3) comparative study of the role of cultural heritage in minority policies in the context of Czech-German and Slovak-Hungarian relations				
T3.5	Heritage diplomacy: research reading group	<p>Throughout the project, all consortium participants will share materials on which they work for peer review exercises. It will improve internal collaboration and the quality of prepared materials before they are published or released. Participants will also be encouraged to share relevant overviews of new literature, data, events, and other activities that may be of interest to the project's researchers and lecturers.</p> <p>Researchers who participate in the project as well as PhD students, junior researchers and colleagues interested in the topic will present results of their research. It will be the first peer-review exercise for everyone before she/he submits their research for publication. Additionally, the group will discuss newly published articles and books on the relevant to the project topics.</p>	KU Leuven CU UDL SH UJ UREG UT NaUKMA BKNUC ILIAUNI TU UoT HKU UKent UC	COO BEN BEN BEN BEN BEN BEN BEN BEN BEN BEN BEN	In-kind contribution of all partners	
Milestones and deliverables (outputs/outcomes)						
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description	Due Date (month number)	Means of Verification
MS6	Submission of draft articles/book chapters for internal peer reviews	3	KU Leuven	Internal peer review of draft articles is a component of the quality control system and timely preparation of deliverables	M17	Drafts are submitted for internal peer review.

MS7	Submission of an edited volume proposal / a special issue proposal	3	UR KU Leuven	An edited volume is one of the WP3 deliverables		M21	Edited volume/ special issue proposals submitted to publishers
MS8	Submission of articles for both an edited volume and a special issue	3	KU Leuven	Articles are finalized and prepared for publication		M25	Articles are submitted for publication
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D3.1	Deconstruction of contested heritage in the EU and European Neighbourhood	3	UG	R	PU	M36	Edited volume that includes consortium participants' publications based on research conducted throughout the project (cases of Estonia, Poland, Ukraine, Georgia). Submitted for consideration at Brill, Routledge or Cambridge University Press. <i>Format:</i> Electronic <i>Language:</i> English <i>Approximate number of chapters:</i> 14 <i>Approximate number of pages of each article:</i> 18
D3.2	Special issue: Challenges of EU heritage diplomacy (European Foreign Affairs Review)	3	KU Leuven	R	PU	M36	A special issue represents results of research conducted by project's participants <i>Format:</i> Electronic <i>Language:</i> English

							<i>Approximate number of pages: 18-20</i> <i>Approximate number of articles: 6-10</i>
D3.3	Peer reviewed publications	3	CU UDL TU	R	PU	M36	<p>Articles based on research conducted throughout the project will be individually submitted by the project's partners to peer reviewed journals.</p> <p><i>Format:</i> Electronic <i>Language:</i> English <i>Approximate number of pages:</i> 18-20 <i>Approximate number of articles:</i> 3</p>
D3.4	Edited volume: From Kyivan Rus' to Modern Ukraine: Virtual Conversations on History, Art, and Cultural Heritage	3	TU	R	PU	M36	<p>Co-edited volume from the virtual lecture and conversation series on the history and cultural heritage of Ukraine.</p> <p>The edited volume would include 10-15 chapters in the range of 10,000 words each, supplemented by color images, maps, diagrams, etc., as well as up-to-date bibliographies. The volume will appear in English in print, submitted for consideration at Dumbarton Oaks Press (Washington, DC). The</p>

							anticipated print run is 500 copies.
D3.5	Mapping Ukraine's cultural heritage sites	3	TU NaUKMA	DEC	PU	M33	<p>Visualisation of Ukraine's cultural heritage sites on <i>Mapping Eastern Europe</i> platform that promotes study, teaching, and research through historical overviews, thematic overviews, case-studies and videos of monuments and objects, ongoing projects, as well as reviews of books and exhibitions.</p> <p>Approximately 30 objects will be added (10 by TU; 20 by NaUKMA)</p>

Work Package 4

Work Package 4: Education and training			
Duration:	M11- M34	Lead Beneficiary:	NaUKMA
Objectives			
<p>Promote excellence in teaching of courses related to EU heritage diplomacy within the consortium and worldwide:</p> <ul style="list-style-type: none"> Introduce COIL components in teaching existing courses by partners Promote cultural heritage subject by creating a new MOOC course Stimulate interest in EU heritage diplomacy studies among students and faculty 			

- Organize training for policymakers and stakeholders engaged in heritage diplomacy

Activities and division of work (WP description)

Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	
T4.1	Implementation of the Collaborative Online International Learning (COIL)	Creating joint courses with partners on the basis of courses at partner universities, teams of professors will develop a joint module with online lectures and practical classes.	KU Leuven NaUKMA, ILIAUNI, UJ, NZ, UR, HK, SH, UoT	COO BEN BEN BEN	NO
T4.2	Heritage Preservation in East Central Europe: Policies, Resources, Communities (MOOC)	The course will cover the period from post-1945 until today and will combine critical analysis of policies and practices of heritage in the context of state and nation building, professional expertise development, and grassroots activism. The aim of the course is to develop abilities to understand the interconnection between power relations, material resources, and dis/continuities of heritage canon. The course will promote integrated approaches to heritage as part of urban and social development, aimed at more just and resilient society.	NaUKMA UREG KU Leuven	BEN BEN COO	Subcontractor (Center for Urban History (Lviv))
T4.3	Role play exercise – training for students	To simulate an online meeting of policymakers and stakeholders (from the EU institutions, Polish institutions, Ukrainian institutions, European stakeholders like Europa Nostra and	KU Leuven NaUKMA , UJ, UKent, UC ILIAUNI	COO BEN BEN BEN	NO

		other). The task - to define a model for EU heritage diplomacy in Ukraine.			
T4.4	Tabletop exercise – training for policymakers and stakeholders	<p>A discussion-based meeting throughout which invited participants will discuss their roles in the event of emergency and their responses to an emergency situation. It is an opportunity for participants to validate their capabilities and formulate solutions for existing gaps in heritage policies.</p> <p>After conducting thorough needs assessments and analyzing gaps in existing capabilities, an emergency situation will be selected for the exercise. The event participants will be informed about its objectives and agenda in advance.</p>	KU Leuven NaUKMA, ILIAUNI, UJ	COO BEN BEN	NO
T4.5	Winter school	<p>A multidisciplinary undertaking which introduces the topic of cultural heritage / EU policies of cultural heritage in a comparative perspective (European and global) and highlights its particular importance for Ukraine. It invites students to research and present case studies and discuss their results with specialists in the field. The event will be also an opportunity to exchange views among experts and present them internally and in a public manner.</p>	UREG ILIAUNI SH NaUKMA KU Leuven	BEN BEN BEN BEN COO	NO
T4.6	Teaching seminar	<p>The goal of the seminar is to discuss the challenges of teaching courses related to the project's topic. Speakers will present and discuss with seminar participants their teaching experience, syllabuses, teaching methods, define challenges, and collect recommendations on how to incorporate EU heritage diplomacy into existing courses. A month before the event, the syllabus will be posted on the intranet service.</p>	All partners TU	BEN	HKU – in-kind contribution

T4.7	Multidisciplinary methodological seminar	Online training for students, PhD students, junior researchers from partners' universities. One training per month. Topics: Semiotic analysis (UT; UC) Multimodal discourse analysis (UT) Political discourse analysis (UT) Computational content analysis (UC) Interpretive narrative analysis (UC) Nvivo analysis (KU Leuven) Digital methods in humanities (NaUKMA; UC; ILIAUNI) Qualitative methods (oral history, in-depth interviews, participant observation, expert interviews, focus-group methodology) (UDL) CDA (Critical discourse analysis) (UDL)	UDL UC UT KU Leuven ILIAUNI NaUKMA	BEN BEN BEN COO BEN BEN	NO		
Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description	Due Date (month number)	Means of Verification	
MS9	Teaching seminar timeline, format and agenda	4	TU	Completed development stage of the activity.	M13	Approved teaching seminar plan.	
MS10	Scenario of the tabletop exercise	4	KU Leuven	Completed conceptual preparation stage of the event.	M16	Approved scenario of the tabletop exercise.	
MS11	Scenario of the role play exercise	4	NaUKMA	Completed conceptual preparation stage of the event	M23	Approved scenario of the role play exercise	
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)

D4.1	COIL methods in Jean Monnet Network	4	KU Leuven	R	PU	M25	HER-UKR series: “Learning By Example. Insights from COIL Methods in Jean Monnet Policy Debates” Report on how COIL can be used in Jean Monnet Networks as a networking tool in education activities. Electronic, English, 40 pages
D4.2	Heritage Preservation in East Central Europe: Policies, Resources, Communities (MOOC)	4	NaUKMA	OTHER	PU	M30	Target audiences: humanities and social sciences students, policy makers, practitioners of heritage protection and renovation, civil servants, community activists. (12 lectures, EN)
D4.3	Tabletop exercise	4	KU Leuven	OTHER	PU	M21	In-person training organized in Leuven. The participants will represent 1) Ministries of culture of such states as Ukraine (2), Poland (1), Georgia (1; observer), Belgium (1); 2) the EEAS (3), European Parliament (2), European Commission (2); 3) Ukrainian (4) and Polish heritage organizations (2); 4) international cultural foundations – Europa Nostra (1), ICOMOS (1), ALIPH (1).

							<p>Agenda: Day 1</p> <p>Presentation 1: Challenges of reconstruction of cultural heritage in Ukraine</p> <p>Presentation 2: EU contribution to protection of cultural heritage in Ukraine</p> <p>Presentation 3: Poland's assistance in safeguarding Ukraine's heritage</p> <p>Presentation 4: Reconstruction of destroyed cultural heritage – the case of Ypres</p> <p>Day 2: Exercise (full day)</p> <p>Day 3: Follow-up discussion and conclusion (half a day)</p>
D4.4	Excellence in teaching: a series of seminars	4	TU	OTHER	PU	M15-M33	<p>One 3-hour seminar every three months; on ZOOM, registration required. Uploaded on YouTube channel after an event.</p> <p>Topics:</p> <p>1: Learning EU's external actions in the EU (KU Leuven, UT, CUNI)</p> <p>2: Learning EU's external actions outside the EU (UKent, HKU, NaUKMA)</p> <p>3: EU diplomatic history and public diplomacy (KU Leuven, UC)</p>

							<p>4: Cultural heritage studies in the EU and beyond (KU Leuven, ILIAUNI, TU)</p> <p>5: Memory politics and cultural policies (UJ, NaUKMA, ILIAUNI)</p> <p>6: Introduction to Ukraine's cultural history (UoT; TU)</p> <p>7: New approaches to Soviet and Russia studies (with a focus on heritage diplomacy) (UKent, NaUKMA, KU Leuven, UT, UDL)</p>
D4.5	Winter school	4	UREG	OTHER	PU	M15-M16	Hybrid 5-day winter school for 20 students from consortium universities; lecturers from partner universities and UR.
D4.6	Role play game	4	NaUKMA	OTHER	PU	M27	Online role play game – training for students organized by several consortium universities. Reports: on the project website and social media. Analyzed in D4.1

Work Package 5

Work Package 5: Strategic communication of Ukraine's heritage					
Duration:		M04 – M34	Lead Beneficiary:		University of Canterbury
Objectives					
<p>Analyse the role and place of heritage in strategic communication of Ukraine to the world during and after the war:</p> <ul style="list-style-type: none"> Identify and map the role and place of heritage in strategic communication of and by Ukraine. Develop new strategic communication tools to communicate Ukraine strategically in the context of the “battle of narratives”. Explore three conceptual intersections impacting the “battle of narratives” in the issue-area of heritage: “What is there?”, “What is needed?”, and “How to move on?” Develop the e-platform UKROPEDIA 					
Activities and division of work (WP description)					
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	
T5.1	Analysis of international media framing of Ukraine and its heritage	<p>Research questions:</p> <p>What narratives of Ukraine's heritage do geo-political 'heavyweights' and major global opinion-formers communicate in their leading media about Ukraine?</p> <p>How do they frame Ukraine in this context?</p> <p>How do the global opinion-forming and agenda-setting media frame and narrate leading figures in Ukrainian heritage (historical and present-day) and their major legacy?</p> <p>Do these narratives align or clash with the official narratives from Ukraine, and with what</p>	UC, BKNUC	BEN	NO

		<p>consequences to Ukraine's global image and reputation?</p> <p>Method: Computational and interpretative content and narrative analyses (textual and visual) building ontological maps</p>			
T5.2	Mapping and analyzing Ukraine's policy discourse and expert opinion in the business of international strategic communication of Ukraine (including in the EU)	<p>Research questions: What narratives of Ukraine are formulated and projected by Ukraine's international strategic communicators, and what is the role and place of heritage in these formulations and projections? How do Ukraine's heritage leading experts (Consortium partners) and "normative" heritage actors identify and map the key frames and narratives to be communicated externally? How do the stakeholders/experts frame and narrate leading figures in Ukrainian heritage (historical and present-day) and their major legacy?</p> <p>Method: in-depth individual interviews analyzed with interpretative thematic analysis powered by NVIVO software building ontological maps</p>	UC, BKNUC	BEN	NO
T5.3	Develop and present to stakeholders a new algorithm of the e-search engine UKROPEDIA, with heritage serving as its launch test.	<p>Research question: In the ongoing "battle of narratives", what e-tools can be used to facilitate dissemination of the heritage-related content communicated to the world following the narratives formulated and projected by Ukraine and its international strategic communicators?</p> <p>Method: Develop the e-platform UKROPEDIA - a corpus/database of English texts with two subsets: 1) texts where Ukrainian heritage is described in ways aligned with the ontology developed in T5.1 and T5.2, and 2) texts</p>	UC, BKNUC	BEN	NO

		<p>including misinformation and narratives that misrepresent Ukrainian heritage.</p> <p>Undertake a study of nodes that propagate misinformation through content analysis and/or detection of coordinated link sharing related to cultural heritage.</p> <p>Pre-test the e-platform with a nominated focus group to producing ideas that will enable key stakeholders to build on the insights from the corpus in order to develop it further.</p> <p>Develop a guide for strategic communication of cultural heritage, and identify potential options for expansion beyond the cultural heritage domain. Discuss its elements at the annual academia-stakeholder round tables.</p>					
Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description		Due Date (month number)	Means of Verification
MS12	Test model designed for the heritage-related content	5	UC	Test of the model that will be used in e-platform		M27	Tested model
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D5.1	3 (three) annual Stakeholder-Academia Round Tables in Kyiv presenting the elements of the e-platform UKROPEDIA to	5	UC and BKNUC	OTHER	PU	M11, M23, M34	Presentation and discussion of the key elements of the e-platform UKROPEDIA with a focus on heritage (ontological maps established in T5.1 and

	Ukraine's heritage and strategic communication stakeholders						<p>T5.2 and the pre-tested design in T5.3)</p> <p>Target group: Ukraine's heritage and international strategic communication experts/stakeholders (Ukrainian public diplomacy experts, Ministry of Information, MFA, Ministry of Culture, Leaders of Ukraine Institutes, Consortium experts, guest speaker from leading global centers studying heritage Around 15 participants per roundtable</p> <p>Duration: 1.5 hour per Roundtable</p> <p>Language: Ukrainian</p> <p>Report: on the project website, on institutional websites of WP Consortium researchers, in media reported by the students of Journalism of BKNUC, in the final report</p> <p>Evaluation report: each Roundtable ends with participants filling the evaluation form providing feedback used for organization of the next Roundtable</p> <p>Materials package: 3 brochures presenting the key results of each phase of WP5</p>
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D5.2	E-platform UKROPEDIA	5	UC	DEC	SEN	M34	Development and presentation of the UKROPEDIA platform (testing it on the dissemination of the heritage-related content) Language: English
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Work Package 6

Work Package 6: Policy recommendations					
Duration:		M26 – M36	Lead Beneficiary:		Jagiellonian University
Objectives					
<div>▪ Prepare policy recommendations based on research findings that will include research findings</div>					
Activities and division of work (WP description)					
Task No (continuous numbering linked to WP)	Task Name	Description	Participants		In-kind Contributions and Subcontracting (Yes/No and which)
			Name	Role (COO, BEN, AE, AP, OTHER)	
T6.1	Policy recommendations workshop	The project team will use the results and insights from the other WPs in order to draft preliminary policy recommendations. The team will then hold a workshop focused on discussion and validation of the preliminary policy recommendations. In addition to project	KU Leuven UC ILIAUNI	COO BEN BEN	NO

		team members, invited participants to the workshop will also include selected heritage policy practitioners from relevant national governments and the EU institutions, as well as other relevant stakeholders. The workshop will therefore allow for a consultation of stakeholders and policymakers regarding concrete policy recommendations.	UKC HK NaUKMA UJ	BEN BEN BEN BEN			
T6.2	Produce policy report	The project team will use the results from other WPs and from the workshop (T7.1) and will write a final report with the final, validated policy recommendations.	KU Leuven UC, ILIAUNI, HKU, NaUKMA , UJ, SH	COO BEN BEN	HKU – in-kind contribution		
Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description	Due Date (month number)	Means of Verification	
MS13	Draft policy report	6	KU Leuven	Draft policy report sent to external reviewers	M33	Policy report submitted for external peer reviews	
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)
D6.1	Project policy report	6	KU Leuven	R	PU	M36	HER-UKR series: a final report with the final, validated policy recommendations This report is outcome of research results. Format: Electronic and printed (50 copies) Enlgish Approximately 60 pages

							<p>The report will be presented in Brussels (M35). Target audience: European policymakers and stakeholders. Online presentation for Ukrainian audiences (M36). Reports of the events will be available on the project website and social media.</p>
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Work Package 7

Work Package 7: Communication and dissemination				
Duration:	M1 – M36	Lead Beneficiary:	KU Leuven	
Objectives				
<p>Development of communication and dissemination strategies that increase visibility of EU’s external actions in the field of cultural heritage and impact of the project on EU heritage diplomacy</p> <ul style="list-style-type: none">▪ Development and implementation of communication and dissemination strategies that increase visibility and impact of the project▪ Preparation of HER-UKR E-Newsletter▪ Enhance media presence▪ Develop dissemination events▪ Record and release podcasts				
Activities and division of work (WP description)				
Task No	Task Name	Description	Participants	

(continuous numbering linked to WP)			Name	Role (COO, BEN, AE, AP, OTHER)	In-kind Contributions and Subcontracting (Yes/No and which)
T7.1	Communication plan and dissemination strategy development and implementation	Preparation, implementation, monitoring and adjustment of communication plan and dissemination strategy	KU Leuven NaUKMA	COO BEN	NO
T7.2	Development and maintenance of project's website	Development of the project's visual identity and website. Maintenance of the website and social media accounts	KU Leuven	COO	NO
T7.3	Prepare and release online newsletter on developments in the field of cultural heritage	Regular selection of the most innovative and interesting results, and the most advanced and innovative practices in the field of heritage diplomacy and in the field of the protection of cultural heritage to be provided to the Commission. The Newsletter will also include the project results.	KU Leuven	COO	NO
T7.4	Media presence	All partners will participate in communication activities according to the established project communication coordinator plan. Communication campaigns via consortium's social media accounts (LinkedIn, Twitter, Facebook, YouTube) and personal accounts, press releases, interviews and comments to the press.	KU Leuven CUNI, UDL, SH UJ, UR, UT NaUKMA, BKNUC ILIAUNI, TU, UoT HKU , UKent	COO BEN BEN BEN BEN BEN	HKU – in-kind contribution
T7.5	Dissemination events	Dissemination events will help spread the information about project's goals and activities. Conferences (for the scientific community, stakeholders, policymakers, and the general public); in-person and online meetings with policymakers; in-person and online meetings with stakeholders; public lectures delivered by	KU Leuven CUNI, UDL, SH UJ, UR, UT NaUKMA, BKNUC ILIAUNI, TU, UoT HKU, UKent	COO BEN BEN BEN BEN BEN	NO

		participants at their universities; and a series of online lectures or workshops aimed at popularizing research results will be among the events (for all target groups).					
T7.6	Podcasts about Ukraine’s cultural heritage	“Discovering Ukrainian culture” - special series of Explaining Ukraine podcast Hosts - Volodymyr Yermolenko, Tetyana Ogarkova, co-founders of “Kult. Podcast”. Consortium participants will be invited to talk.	NaUKMA	BEN	NO		
Milestones and deliverables (outputs/outcomes)							
Milestone No (continuous numbering not linked to WP)	Milestone Name	Work Package No	Lead Beneficiary	Description	Due Date (month number)	Means of Verification	
MS14	Start of communication campaign	7	KU Leuven	Creation of project’s accounts on the social media	M2	Developed communication strategy and plan; information about the project’s on the social media: LinkedIn, Twitter, Facebook; partners’ websites	
MS15	Conference program and agenda, logistics	7	KU Leuven	Peer review of conference program and agenda, list of consortium and invited participants	M4	Approved conference program, logistics	
MS16	Conference program and agenda, logistics	7	SH	Peer review of conference program and agenda, list of consortium and invited participants	M27	Approved conference program, logistics	
Deliverable No (continuous numbering linked to WP)	Deliverable Name	Work Package No	Lead Beneficiary	Type	Dissemination Level	Due Date (month number)	Description (including format and language)

D7.1	Communication plan and dissemination strategy	7	KU Leuven KMA	R	SEN	M2	For internal usage; organization of communication campaigns and dissemination activities consist of detailed timelines, message boxes, guidances
D7.2	Website with intranet service	1	KU Leuven	DEC	PU	M3	Website is the main tool to communicate with global audience; intranet service is the main tool of internal network communication and activities Intranet service – an online platform for sharing research and teaching materials, collect data and new references on the researched topics that will be peer reviewed, discussed and used by consortium participants.
D7.3	Interviews, articles and comments in the press	7	KU Leuven	OTHER	PU	M3-36	In local and international press; in national languages of partners' states and English
D7.4	Series of podcasts on topics: Ukrainian heritage, Ukrainian literature, theatre, visual art,	7	NaUKMA	DEC	PU	M13-M24	"Discovering Ukrainian culture" – special series of Explaining Ukraine podcast (12 episodes) <i>Language: English</i>

	architecture, cinema etc						<p>Total audience: over 1 million</p> <p>Target group: English-speaking audience from all over the world. Foreign scholars, journalists, diplomats, politicians, ordinary citizens</p> <p>Landing platforms: Soundcloud, Google podcasts, Apple podcasts, Patreon, other podcast applications, YouTube</p>
D7.5	E-Newsletters	7	KU Leuven	R	PU	M1-M36	<p>HER-UKR series: E-Newsletter</p> <p>Online newsletter sent to the Commission and uploaded on the project's website</p> <p>2 per year; Language: English. Approximately 20 pages</p>
D7.6	Challenges of EU heritage diplomacy studies	7	KU Leuven	OTHER	PU	M10	<p>3-day conference; up to 50 attendees. Attended by all consortium participants. Presentation of two reports to scientific community. Close-door sessions – presentation of collected data; presentation of research proposals; revision and adjustment of project strategies.</p> <p>E-material package.</p>

							<p>Reports: on the project website and social media channels. Signed presence list.</p> <p>Evaluation: feedback questionnaire</p>
D7.7	EU's heritage diplomacy in comparative and global perspective	7	SH	OTHER	PU	M32	<p>3-day conference attended by all consortium participants, invited discussants, researchers from Stockholm: Day1-Day2 6 panel sessions; Day 3 - consortium meeting. The research findings will be disseminated at the conference. Its primary audience is the scientific community. Number of estimated participants – 40. E-material package. Reports: on the project website and social media channels. Signed presence list.</p> <p>Evaluation : feedback questionnaire</p>

Estimated budget — Resources *(n/a for prefixed Lump Sum Grants)*

Participant

Costs

	A. Personnel		B. Subcontracting	C.1a Travel			C.1b Accommodation	C.1c Subsistence	C.2 Equipment	C.3 Other goods, works and services	D.1 Financial support to third parties		E. Indirect costs	Total costs
[name]	X person months	X EUR	X EUR	X travels	X p/tr	X EUR	X EUR	X EUR	X EUR	X EUR	X grants	X EUR	X EUR	X EUR
Total	X person months	X EUR	X EUR	X travels	X p/t tr	X EUR	X EUR	X EUR	X EUR	X EUR	X	X EUR	X EUR	X EUR
For certain Lump Sum Grants, see detailed budget table/calculator (annex 1 to Part B; see Portal Reference Documents).														

Staff effort (n/a for Lump Sum Grants)

Staff effort per work package						
Fill in the summary on work package information and effort per work package.						
Work Package No	Work Package Title	Lead Participant No	Lead Participant Short Name	Start Month	End Month	Person-Months
1	Management and coordination	BE 001	KU Leuven	M1	M36	38
2	Data collection	BE 005	UDL	M2	M10	64

3	New approaches to EU heritage diplomacy	BE 014	SH	M10	M36	94
4	Education and training	BE 002	NaUKMA	M11	M34	46
5	Strategic communication of Ukraine's heritage	BE 011	UC	M4	M34	31
6	Policy recommendations	BE 010	UJ	M26	M36	12
7	Communication and dissemination	BE 001	KU Leuven	M1	M36	33
					Total Person-Months	318

Staff effort per participant

Fill in the effort per work package and Beneficiary/Affiliated Entity.

Please indicate the number of person/months over the whole duration of the planned work.

*Identify the work-package leader for each work package by showing the relevant person/month figure in **bold**.*

Participant	WP1	WP2	WP3	WP4	WP5	WP6	WP7	Total Person-Months
KU Leuven	25	1	8	2		1	1	38
National University of Kyiv-Mohyla Academy	6	16	21	17		6	24	90
University of Regensburg		4	6	1		1		12
Ilia State University		15	20	8			2	45
University De Lille		3	3	3			1	10
University of Tartu		4	5	2				11
University of Hong Kong								
University of Toronto		2	6	3			2	13
Tufts University		2	2	2				6
Jagiellonian University		8	13	2		3	2	30
University of Canterbury		2			19			21
University of Kent		1	1	1				3
Bohdan Khmelnytsky National University of Cherkasy	3	2		1	12	1		19

Sodertorn University		1	2	1				4
Charles University in Prague	4	2	5	2			1	14
Total Person-Months	38	64	94	46	31	12	33	318

*UHK – in-kind contribution in WP3, 4, 6,7

Subcontracting (n/a for prefixed Lump Sum Grants)

Subcontracting

Give details on subcontracted project tasks (if any) and explain the reasons why (as opposed to direct implementation by the Beneficiaries/Affiliated Entities).

Subcontracting — Subcontracting means the implementation of 'action tasks', i.e. specific tasks which are part of the EU grant and are described in Annex 1 of the Grant Agreement.

Note: Subcontracting concerns the outsourcing of a part of the project to a party outside the consortium. It is not simply about purchasing goods or services. We normally expect that the participants to have sufficient operational capacity to implement the project activities themselves. Subcontracting should therefore be exceptional.

Include only subcontracts that comply with the rules (i.e. best value for money and no conflict of interest; no subcontracting of project coordination tasks).

Work Package No	Subcontract No (continuous numbering linked to WP)	Subcontract Name (subcontracted action tasks)	Description (including task number and BEN/AE to which it is linked)	Estimated Costs (EUR)	Justification (why is subcontracting necessary?)	Best-Value-for-Money (how do you intend to ensure it?)
WP4	S1.1	MOOC	Course: Heritage Preservation in East Central Europe: Policies, Resources, Communities (T4.2, NaUKMA)	10000	The Center for Urban History has the necessary experience and equipment to record courses that NaUKMA cannot provide. The cost includes: development, recording, production, post-production, design, editing, translation, communication	The Center's cost is below the market price for this type of services
Other issues:			Insert text			

If subcontracting for the project goes beyond 30% of the total eligible costs, give specific reasons.

Events meetings and mobility

Events meetings and mobility

This table is to be completed for events meetings and mobility that have been mentioned as part of the activities in the work packages above
Give more details on the type, location, number of persons attending, etc.

Event No (continuous numbering linked to WP)	Participant	Description					Attendees
		Name	Type	Area	Location	Duration (days)	Number
E1.1	Project coordinator and all the beneficiaries	Kick-off meeting	Meeting	Introduction of project goals, objectives, tasks, principles of networking and cooperation. Follow-up: mid-term (M19) and final (M35) meetings	Online	1 (M2)	35
E1.2	Project coordinator	Stocktaking seminar with representatives of EEAS	Seminar	Estimation of the EU engagement in the protection of cultural heritage in Ukraine as well as assessment of the further needs of the EEAS regarding successful implementation of 2021 EU Concept on cultural heritage	Brussels, Belgium	1 (M4)	15
E1.3	Project coordinator, UJ, NaUKMA, UoT, SH	Stocktaking seminar with Ukrainian policymakers and stakeholders	Seminar	Estimation of Ukraine's needs in terms of the safeguarding and reconstruction of its cultural heritage	Online	1 (M4)	20
E1.4	Project coordinator and members of Steering group	Steering group meeting	Meeting	Monitoring and evaluation of project's development.	Online	1 (2 hours; quarterly)	35

						(M4-M36)	
E1.5	Project coordinator and all the beneficiaries And wider audience	Multidisciplinary methodological seminar	Training	Research seminar for students, PhD students, junior researchers from consortium and beyond. Aimed at developing research skills and knowledge of various methods of analysis.	Online	1 (2 hours; every month) (M9-M17)	
E1.6	Project coordinator and all the beneficiaries and wider audience	Challenges of EU heritage diplomacy studies	Conference	The conference will consist of public and closed-door events Public part – presentation of two reports – on EU heritage diplomacy studies in the EU and on E external actions in the field of cultural heritage. Closed-door part – presentation of project proposals by project participants	Leuven, Belgium	3 (M10)	50
E1.7	WP5 team	Academia-Stakeholder Round Table #1-2	Meeting	Meeting with stakeholders and experts presenting results of the global media framing of Ukraine through the prism of heritage (element #1-2 in the ontological mapping in designing e-platform UKROPEDIA)	Kyiv, in person (online in case of safety and security concerns)	1 (M11; M23)	15
E1.8	Project coordinator and all the beneficiaries	Excellence in teaching: a series of seminars	Seminar	Promote teaching of courses related to project's topics – 7 seminars. Designed to improve teaching skills and methodological knowledge of how to improve existing courses by incorporating elements of EU heritage diplomacy.	Online	1 (M15-M33)	35 and online audience
E1.9	Project coordinator, UJ, NaUKMA, ILIAUNI, policymakers and stakeholders	Tabletop exercise	Training	Training in how to respond to an emergency situation in the field of cultural heritage. Networking of participants from European institutions, Ukrainian, Polish, and international policymakers and stakeholders; improvement of professional and communication skills.	Leuven, Belgium	3 (M21)	30

E.10	Project coordinator, beneficiaries, stakeholders	Translocality and Belonging: Heritage Objects and Practices in Circulation in Ukraine, Europe, and Beyond	Workshop	The seminar seeks to explore relations between a sense of place and a sense of belonging in the context of movement, whether as a part of individual or group mobility or displacement.	Online	2 (M26)	Online audience
E1.11	Project coordinator, ILIAUNI, NaUKMA, HK, UJ, UR, UC	Policy recommendations workshop	Workshop	The project team will hold a workshop focused on discussion and validation of the preliminary policy recommendations. In addition to project team members, invited participants to the workshop will also include selected heritage policy practitioners from relevant national governments and the EU institutions, as well as other relevant stakeholders	Online	1 (M28)	20
E1.12	Project coordinator and all the beneficiaries And wider audience	EU heritage diplomacy in comparative and global perspective	Conference	Final academic event of the project that will demonstrate its achievements and results. Presentations of research findings given by project's participants. Discussion on perspectives of EU heritage studies development	Stockholm, Sweden	3 (M32)	50
E1.13	Project coordinator and all the beneficiaries	Public lectures	Lecture	A series of public lectures will be held to disseminate the findings of academic research conducted by project participants: <i>New approaches to EU heritage diplomacy</i> Topic 1. What is EU heritage diplomacy? (KU Leuven, UKent) (M33) Topic 2. Is it possible to protect cultural heritage in the event of armed conflict? The case of Ukraine (UJ, NaUKMA) (M34)	Online	1 (2 hours, one each month, M33-M36)	Online audience

				<p>Topic 3. How to deal with contested cultural heritage? The cases of Ukraine, Estonia and Georgia (SH, UT, ILIAUNI, UDL) (M35)</p> <p>Topic 4. How can the EU and its European neighbors promote minority cultural heritage? (CU, UREG, ILIAUNI) (M36)</p>			
E1.14	Project coordinator, HK, UJ, ILIAUNI, UR	Meeting with policymakers	Meeting	Presentation of project's policy report to policymakers.	Brussels, Belgium	1 (M35)	30
E1.15	NaUKMA, UJ, ILIAUNI, UC/BKNUC	Meetings with policymakers	Presentat ion	<p>Dissemination of project results to policymakers in beneficiaries' countries.</p> <p>Presentation of the e-platform UKROPEDIA (WP5 Stakeholder-Academia Round Table 3)</p>	<p>Kyiv, Ukraine</p> <p>Warsaw, Poland</p> <p>Tbilisi, Georgia</p>	1 (M35)	100
E1.16	Project coordinator and all the beneficiaries	Meeting with stakeholders	Presentat ion	Dissemination of project's results to European and Ukrainian stakeholders.	Online	1 (M36)	40

Timetable

Timetable (projects of more than 2 years)

Fill in cells in beige to show the duration of activities. Repeat lines/columns as necessary.

Note: Use actual calendar years and quarters. In the timeline you should indicate the timing of each activity per WP. You may add additional columns if your project is longer than 6 years.

ACTIVITY	YEAR 1				YEAR 2				YEAR 3			
	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4	Q 1	Q 2	Q 3	Q 4
Task 1.1 - Administrative coordination												
Task 1.2 - Risk and quality control												
Task 1.3 - Financial coordination												
Task 1.4 - Communication coordination												
Task 2.1 - Data and sources collection												
Task 2.2. - Interviews and focus groups with stakeholders												
Task 2.3 - Mapping EU's external actions in the field of cultural heritage												
Task 2.4 - Mapping EU heritage diplomacy studies in the EU												
Task 3.1 - Challenges of EU and member-states heritage diplomacy												
Task 3.2 - Heritage in danger: the case of Ukraine												
Task 3.3. - Contested cultural heritage: the cases of Estonia, Poland, and Georgia												
Task 3.4 - Minority cultural heritage												
Task 3.5 - Heritage diplomacy: research reading group												
Task 4.1 - Implementation of the Collaborative Online International Learning (COIL)												

 Associated with document Ref. Ares(2023)7370510 - 30/10/2023

Task 7.6 Podcasts about Ukraine’s cultural heritage												
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#\$WRK-PLA-WP\$#



#@ETH-ICS-EI@#

5. OTHER

5.1 Ethics

Ethics (if applicable)

If the Call document/Programme Guide contains a section on ethics, describe ethics issues that may arise during the project implementation and the measures you intend to take to solve/avoid them.

Describe how you will ensure gender mainstreaming and children's rights in the project activities.

No ethics issues are expected to arise during the implementation of the proposed project.

#§ETH-ICS-EI\$# #@SEC-URI-SU@#

5.2 Security

Security

Not applicable.

#§SEC-URI-SU\$# #@DEC-LAR-DL@#

6. DECLARATIONS

Double funding**Information concerning other EU grants for this project**

 Please note that there is a strict prohibition of double funding from the EU budget (except under EU Synergies actions).

YES/NO

We confirm that to our best knowledge neither the project as a whole nor any parts of it have benefitted from any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. Erasmus, EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.

Yes

We confirm that to our best knowledge neither the project as a whole nor any parts of it are (nor will be) submitted for any other EU grant (including EU funding managed by authorities in EU Member States or other funding bodies, e.g. Erasmus, EU Regional Funds, EU Agricultural Funds, etc). If NO, explain and provide details.

Yes

Financial support to third parties (if applicable)

If your project requires a higher maximum amount per third party than the threshold amount set in the Call document/Programme Guide, justify and explain why this is necessary in order to fulfil your project's objectives.

N/a

Seal of Excellence (if applicable)

If provided in the Call document, proposals that pass the evaluation but are below the budget threshold (i.e. pass the minimum thresholds but are not ranked high enough to receive funding) will be awarded a Seal of Excellence.

In this context we may share information about your proposal with other EU or national funding bodies through the Erasmus+ National Agencies.



Do you agree that your proposal (including proposal data and documentation) is shared with other EU and national funding bodies to find funding under other schemes?

[YES] [NO]

#§DEC-LAR-DL§#



ANNEXES

LIST OF ANNEXES

Standard

Detailed budget table/Calculator (annex 1 to Part B) — *mandatory for certain Lump Sum Grants (see [Portal Reference Documents](#))*

CVs (annex 2 to Part B) — *mandatory, if required in the Call document/Programme Guide*

Annual activity reports (annex 3 to Part B) — *not applicable*

List of previous projects (annex 4 to Part B) — *mandatory, if required in the Call document/Programme Guide*

Special

Other annexes — *mandatory, if required in the Call document/Programme Guide*

**LIST OF PREVIOUS PROJECTS**

List of previous projects					
Please provide a list of your previous projects for the last 4 years.					
Participant	Project Reference No and Title, Funding programme	Period (start and end date)	Role (COO, BEN, AE, OTHER)	Amount (EUR)	Website (if any)
[name]					
[name]					

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	25.02.2021	Initial version (new MFF).
2.0	01.06.2022	Consolidation, formatting and layout changes. Tags added.



ANNEX 2

ESTIMATED BUDGET (LUMP SUM BREAKDOWN) FOR THE ACTION

Forms of funding	Estimated EU contribution							Maximum grant amount ¹
	Estimated eligible lump sum contributions (per work package)							
	WP1 Management and coordination	WP2 Data Collection	WP3 New approaches to EU heritage diplomacy	WP4 Education and training	WP5 Strategic communication of Ukraine’s heritage	WP6 Policy recommendations	WP7 Communication and dissemination	
	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	Lump sum contribution	
	a	b	c	d	e	f	g	h = a + b + c + d + e + f + g
1 - KU Leuven	152 261.00	9 669.00	60 519.00	38 879.00	0.00	11 680.00	53 350.00	326 358.00
2 - NaUKMA	6 163.00	20 715.00	69 422.00	27 392.00	0.00	6 163.00	31 501.00	161 356.00
3 - UREG	0.00	26 042.00	40 419.00	16 949.00	0.00	7 148.00	0.00	90 558.00
4 - ILIAUNI	0.00	15 359.00	22 622.00	12 529.00	0.00	0.00	4 720.00	55 230.00
5 - ULILLE	0.00	11 375.00	7 961.00	7 961.00	0.00	0.00	3 039.00	30 336.00
6 - UT	0.00	11 128.00	20 116.00	6 848.00	0.00	0.00	856.00	38 948.00
7 - UHK	0.00	0.00	13 083.00	0.00	0.00	2 350.00	1 646.00	17 079.00
8 - TU	0.00	16 537.00	16 537.00	16 537.00	0.00	0.00	6 934.00	56 545.00
9 - UJ	0.00	13 854.00	20 873.00	5 265.00	0.00	5 855.00	3 938.00	49 785.00
10 - UC	0.00	7 639.00	0.00	0.00	101 624.00	0.00	18 952.00	128 215.00
11 - UNIKENT	0.00	13 374.00	13 374.00	13 374.00	0.00	0.00	599.00	40 721.00
12 - BKNUC	2 568.00	2 140.00	18 746.00	1 284.00	16 521.00	856.00	4 366.00	46 481.00
13 - SH	0.00	11 008.00	18 757.00	9 293.00	0.00	1 887.00	24 306.00	65 251.00
14 - CU	11 230.00	6 300.00	22 684.00	7 019.00	0.00	0.00	3 835.00	51 068.00
15 - UoT	0.00	4 092.00	12 275.00	6 138.00	0.00	0.00	9 142.00	31 647.00
Σ consortium	172 222.00	169 232.00	357 388.00	169 468.00	118 145.00	35 939.00	167 184.00	1 189 578.00

¹ The 'maximum grant amount' is the maximum grant amount fixed in the grant agreement (on the basis of the sum of the beneficiaries' lump sum shares for the work packages).

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

NATIONAL UNIVERSITY OF KYIV-MOHYLA ACADEMY (NaUKMA), PIC 955856431,
established in 2 HRYHORIYA SKOVORODY STR, KYIV 04070, Ukraine,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

UNIVERSITAET REGENSBURG (UREG), PIC 999868629, established in
UNIVERSITATSSTRASSE 31, REGENSBURG 93053, Germany,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

ILIA STATE UNIVERSITY (ILIAUNI), PIC 999612937, established in K CHOLOKASHVILI AV 3-5, TBILISI 0162, Georgia,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

UNIVERSITE DE LILLE (ULILLE), PIC 888146648, established in 42 RUE PAUL DUEZ, LILLE 59000, France,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

TARTU ULIKOOL (UT), PIC 999895013, established in ULIKOOLI 18, TARTU 50090, Estonia,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR (‘the Agreement’)

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) (‘EU executive agency’ or ‘granting authority’), under the powers delegated by the European Commission (‘European Commission’),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

THE UNIVERSITY OF HONG KONG (UHK), PIC 997352934, established in Pokfulam Road, Pokfulam, Hong Kong,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

TRUSTEES OF TUFTS COLLEGE NON PROFIT CORPORATION (TU), PIC 983432464,
established in PROFESSORS ROW 20 169, MEDFORD MA 02155, United States,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

UNIWERSYTET JAGIELLOŃSKI (UJ), PIC 999642716, established in UL GOLEBIA 24, KRAKOW 31-007, Poland,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

UNIVERSITY OF CANTERBURY (UC), PIC 999873673, established in PRIVATE BAG 4800, CHRISTCHURCH 8140, New Zealand,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

UNIVERSITY OF KENT (UNIKENT), PIC 999841275, established in THE REGISTRY CANTERBURY, CANTERBURY, KENT CT2 7NZ, United Kingdom,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

BOHDAN KHMELNYTSKYY NATIONAL UNIVERSITY AT CHERKASY (BKNUC), PIC 951421203, established in BLVD SHEVCHENKO 81 BLD 1, CHERKASY 18031, Ukraine,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

SODERTORNS HOGSKOLA (SH), PIC 998344080, established in Alfred Nobel's Alle 7, HUDDINGE SE-141 89, Sweden,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

UNIVERZITA KARLOVA (CU), PIC 999923434, established in OVOCNY TRH 560/5, PRAHA 1 116 36, Czechia,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

ANNEX 3

ACCESSION FORM FOR BENEFICIARIES

THE GOVERNING COUNCIL OF THE UNIVERSITY OF TORONTO (UoT), PIC 999845252,
established in KINGS COLLEGE CIRCLE 27, TORONTO M5S 1A1, Canada,

hereby agrees

to become beneficiary

in Agreement No 101127459 — HER-UKR ('the Agreement')

between KATHOLIEKE UNIVERSITEIT LEUVEN (KU Leuven) and the European Education and Culture Executive Agency (EACEA) ('EU executive agency' or 'granting authority'), under the powers delegated by the European Commission ('European Commission'),

and mandates

the coordinator to submit and sign in its name and on its behalf any **amendments** to the Agreement, in accordance with Article 39.

By signing this accession form, the beneficiary accepts the grant and agrees to implement it in accordance with the Agreement, with all the obligations and terms and conditions it sets out.

SIGNATURE

For the beneficiary

FINANCIAL STATEMENT FOR THE ACTION FOR REPORTING PERIOD [NUMBER]

EU contribution												
Eligible lump sum contributions (per work package)												Requested EU contribution
	WP1 [name]	WP2 [name]	WP3 [name]	WP4 [name]	WP5 [name]	WP6 [name]	WP7 [name]	WP8 [name]	WP9 [name]	WP10 [name]	WP [XX]	
Forms of funding	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	[Lump sum contribution// Financing not linked to costs]	
Status of completion	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	COMPLETED	PARTIALLY COMPLETED	PARTIALLY COMPLETED	COMPLETED	NOT COMPLETED	
	a	b	c	d	e	f	g	h	i	j	k	l = a + b+ c+ d+ e+ f+ g+ h+ i+ j+ k
1 – [short name beneficiary]												
1.1 – [short name affiliated entity]												
2 – [short name beneficiary]												
2.1 – [short name affiliated entity]												
X – [short name associated partner]												
Total consortium												

The consortium hereby confirms that:

The information provided is complete, reliable and true.

The lump sum contributions declared are eligible (in particular, the work packages have been completed and the work has been properly implemented and/or the results were achieved; see Article 6).

The proper implementation of the action/achievement of the results can be substantiated by adequate records and supporting documentation that will be produced upon request or in the context of checks, reviews, audits and investigations (see Articles 19, 21 and 25).

ANNEX 5

SPECIFIC RULES

INTELLECTUAL PROPERTY RIGHTS (IPR) — BACKGROUND AND RESULTS — ACCESS RIGHTS AND RIGHTS OF USE (— ARTICLE 16)

Rights of use of the granting authority on results for information, communication, publicity and dissemination purposes

The granting authority also has the right to exploit non-sensitive results of the action for information, communication, dissemination and publicity purposes, using any of the following modes:

- **use for its own purposes** (in particular, making them available to persons working for the granting authority or any other EU service (including institutions, bodies, offices, agencies, etc.) or EU Member State institution or body; copying or reproducing them in whole or in part, in unlimited numbers; and communication through press information services)
- **distribution to the public** in hard copies, in electronic or digital format, on the internet including social networks, as a downloadable or non-downloadable file
- **editing** or **redrafting** (including shortening, summarising, changing, correcting, cutting, inserting elements (e.g. meta-data, legends or other graphic, visual, audio or text elements extracting parts (e.g. audio or video files), dividing into parts or use in a compilation
- **translation** (including inserting subtitles/dubbing) in all official languages of EU
- **storage** in paper, electronic or other form
- **archiving** in line with applicable document-management rules
- the right to authorise **third parties** to act on its behalf or sub-license to third parties, including if there is licensed background, any of the rights or modes of exploitation set out in this provision
- **processing**, analysing, aggregating the results and **producing derivative works**
- **disseminating** the results in widely accessible databases or indexes (such as through ‘open access’ or ‘open data’ portals or similar repositories, whether free of charge or not.

The beneficiaries must ensure these rights of use for the whole duration they are protected by industrial or intellectual property rights.

If results are subject to moral rights or third party rights (including intellectual property rights or rights of natural persons on their image and voice), the beneficiaries must ensure that they

comply with their obligations under this Agreement (in particular, by obtaining the necessary licences and authorisations from the rights holders concerned).

Access rights for the granting authority, EU institutions, bodies, offices or agencies and national authorities to results for policy purposes

The beneficiaries must grant access to their results — on a royalty-free basis — to the granting authority, other EU institutions, bodies, offices or agencies, for developing, implementing and monitoring EU policies or programmes.

Such access rights are limited to non-commercial and non-competitive use.

The access rights also extend to national authorities of EU Member States or associated countries, for developing, implementing and monitoring their policies or programmes in this area. In this case, access is subject to a bilateral agreement to define specific conditions ensuring that:

- the access will be used only for the intended purpose and
- appropriate confidentiality obligations are in place.

Moreover, the requesting national authority or EU institution, body, office or agency (including the granting authority) must inform all other national authorities of such a request.

Access rights for third parties to ensure continuity and interoperability

Where the call conditions impose continuity or interoperability obligations, the beneficiaries must make the materials, documents and information and results produced in the framework of the action available to the public (freely accessible on the Internet under open licences or open source licences).

COMMUNICATION, DISSEMINATION AND VISIBILITY (— ARTICLE 17)

Additional communication and dissemination activities

The beneficiaries must engage in the following additional communication and dissemination activities:

- **present the project** (including project summary, coordinator contact details, list of participants, European flag and funding statement and project results) on the beneficiaries' **websites** or **social media accounts**
- for actions involving public **events**, display signs and posters mentioning the action and the European flag and funding statement
- upload the public **project results** to the Erasmus+ Project Results platform, available through the Funding & Tenders Portal.

SPECIFIC RULES FOR CARRYING OUT THE ACTION (— ARTICLE 18)

EU restrictive measures

The beneficiaries must ensure that the EU grant does not benefit any affiliated entities, associated partners, subcontractors or recipients of financial support to third parties that are

subject to restrictive measures adopted under Article 29 of the Treaty on the European Union or Article 215 of the Treaty on the Functioning of the EU (TFEU).



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