

185/10/2023-SAMRS

Small Grant Agreement No. SAMRS/2023/SG/06/AL

Between the parties

Name: Slovak Agency for International Development Cooperation
Resident at: Bratislava, Slovak Republic
Founded by: Decision of Minister of Foreign Affairs of the Slovak Republic
Nr. 57/2006 from 27.12.2006
Contact address: Pražská 7, 811 04 Bratislava, Slovak Republic
IBAN: SK1381800000007000275962
Bank Name: State Treasury
ID No. (ICO): 31819559
Telephone: +421-2-5978-2601
Represented by: Mr. Albín Otruba for the Slovak Agency for International
Development Cooperation

And

Name: Help – Hilfe zur Selbsthilfe e.V
Resident at: Tish Daija Street, Nd. 1C9, H.9, Apartment 7A, Administrative
Unit No.5, 1020, Tirana, Republic of Albania
Registered at: Tirana Judicial District Court
Registration number: 6497
Telephone: +355 695 726 762
E-mail: info@help-albania.org
Represented by: Mr. Ilir Liço, Country representative

(Hereinafter referred to as the “Final Beneficiary”).

This Small Grant Agreement between the parties relates to the implementation of the Project “**Extending organic composting scheme in rural communities**” supported by the small grant scheme of the Slovak ODA under the Contract No. **SAMRS/2023/SG/06/AL**.

1. The Final Beneficiary agrees to implement the project as described in the Small Grant Application Form.
2. The project aims to contribute to rural development through improving the environment in rural communities in the Tirana area by extending the organic composting scheme and awareness activities.
3. The project is to be implemented by the Final Beneficiary within twelve months from the signing this Small Grant Agreement.
4. The total amount of the financial contribution from the Slovak Agency for International Development Cooperation to the Final Beneficiary will not exceed **EUR 10 000** (in words ten thousand EUR).

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5. According to the Small Grant Application Form which is integral part of this Small Grant Agreement and with this support, the Final Beneficiary will pay for the motivational workshops (refreshments, stationery), organic composting scheme (composting bins, organic composting guides), awareness raising campaign (promotional local public events, information sessions in schools, facilitator), as well as other costs (promotional leaflet, refreshments for final event).
6. The financial contribution from the Slovak Agency for International Development Cooperation will be available and can be spent only after signing this Small Grant Agreement.
7. The financial contribution of **EUR 10 000** will be disbursed in **two installments**.
8. The installment in the amount of **70%** from the total grant, i.e. **EUR 7 000** (in words seven thousand EUR) will be paid to the Final Beneficiary by the Slovak Embassy in Tirana after signing this Small Grant Agreement.
9. The Final Beneficiary shall provide the Slovak Embassy in Tirana with the Project Completion Report including the Financial Report and the Photodocumentation displaying the SlovakAid logo within **20 days** after the completion of the project. Both documents shall be submitted in English language. The Financial Report shall contain the complete accounting documentation, i.e. order of services, invoices from service providers and payments made by the Final Beneficiary. The sample forms of the Completion Report and the Financial Report are attached to this Small Grant Agreement.
10. The remaining **30%** from the total grant, i.e. **EUR 3 000** (in words three thousand EUR) will be paid to the Final Beneficiary by the Slovak Embassy in Tirana within **30 days** after the Slovak Agency for International Development Cooperation endorses the Final Completion Report and the Financial Report.
11. The Final Beneficiary will permit the staff of the Slovak Agency for International Development Cooperation to monitor and evaluate the Slovak ODA and access the documentation related to the project implementation and to provide them with assistance in reviewing the project progress and impact. The Final Beneficiary is furthermore obliged to provide full cooperation with financial control for the purpose of verifying the compliance with the scope, purpose and conditions agreed in the contract, compliance with generally binding legal regulations as well as the accuracy of the accounts and material implementation under the relevant generally binding legislation.
12. The Final Beneficiary is obliged to use the SlovakAid logo on all information outputs relating to the implementation of the project. If the Final Beneficiary does not use the SlovakAid logo, the Slovak Agency for International Development Cooperation may charge the Final Beneficiary with the amount of 0,8% from the total amount of the financial contribution.
13. **VISIBILITY OF FUNDING FROM THE OFFICIAL DEVELOPMENT ASSISTANCE**
Unless the SAIDC requests or agrees otherwise, any communication or publication made by the Final Beneficiary that relates to the action, including at conferences, seminars or in any information or promotional materials (such as brochures, leaflets, posters, presentations in electronic form, etc.), including tangible assets acquired from the project must: (a) indicate that the action has received funding from the Official Development Assistance, SlovakAid and (b) display the SlovakAid logo. When displayed in association with another logo, the SlovakAid emblem must have appropriate prominence. The obligation to display the SlovakAid logo does not confer on the Final Beneficiary a right of exclusive use. The Final

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Beneficiary may not appropriate the SlovakAid logo or any similar trademark or logo, either by registration or by any other means. For the purposes of the first, second and third subparagraphs and under the conditions specified therein, the Final Beneficiary may use the SlovakAid logo without first obtaining permission from the SAIDC.

14. The Final Beneficiary is obliged to respect the implementation time schedule and budget lines and to inform the Slovak Agency for International Development Cooperation on all circumstances which can cause any significant deviation and/or jeopardize the project objectives and outputs.
15. Should the Final Beneficiary use the financial contribution in contrary to the agreed project description, the Slovak Embassy in Tirana may decide to stop the project financing. Consequently, the Slovak Agency for International Development Cooperation may terminate this Small Grant Agreement and demand the return of allocated money.
16. The Final Beneficiary is obliged to return the allocated money within 15 days from the date of termination of the Small Grant Agreement by the Slovak Agency for International Development Cooperation. The allocated money should be returned to the account of the Slovak Embassy in Tirana.
17. If the Final Beneficiary does not return the allocated money within the above time period, the Slovak Agency for International Development Cooperation may charge it with the late payment fees, in the amount of 0.05% out of the amount mentioned under Section 4 hereof, and this also for each day of the delay or part thereof. The penalty is due and payable within 5 days following the delivery of request for its payment to the Slovak Agency for International Development Cooperation.
18. If the Final Beneficiary does not return the allocated money within the time period mentioned under the Section 16 hereof, the parties shall first amicably settle their differences concerning this payment.
19. No offer, gift, payment or benefit of any kind, which may meet the attributes of illegal or corrupt practices, shall be provided to anyone, directly or indirectly, in return for the execution of this Agreement. Any such fact shall lead to the termination of this Agreement or the adoption of other remedial action, as appropriate.
20. This Small Agreement is governed by Slovak law.

Date:

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Mr. Albín Otruba for the Slovak Agency for
International Development Cooperation

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Mr. Ilir Liço for the
Help - Hilfe zur Selbsthilfe e.V

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Enclosure:

1. Small Grant Application Form