



**Volunteering Agreement  
Interreg Volunteer Youth (IVY)**

**Association of European Border Regions, PIC Number: 952966122**

Address: Enscheder Str. 362, D-48599 Gronau (Westphalia, Germany)

called hereafter **“the organization”**, represented for the purposes of signature of this agreement by Mr. Martin Guillermo Ramírez, AEBR Secretary-General and IVY Director and/or Ms. Alessandra Cardaci, IVY Project Manager on the one part, and

**Mrs Oriane Loveau**

Date of birth: Nationality: French  
Address:  
Phone: E-mail:  
Sex: [M/F] F  
Strand: [Interreg Reporter/Interreg Project Partner]: Interreg Reporter  
Youth Portal Reference Number: 6022205618

called hereafter **“the participant”** on the other part, have agreed the Special Conditions and the Annexes below which form an integral part of this agreement (“the agreement”):

- Annex I General Conditions
- Annex II Unit Costs for Travel
- Annex III Table for Organisational and Individual Support

The agreement also concerns the following host organisation(s) in the project:  
**Sociedad Gestora Programa Interreg Sudoe, Managing Authority Interreg Sudoe Programme**  
CIF 39700877 Government of Cantabria, represented by Mr. Juan Llanes, manager, MA.

Address: Plaza del Príncipe 4, 1ª planta 39003 Santander, Spain

Called hereafter **“the host organization”**

**SPECIAL CONDITIONS**

**ARTICLE 1 – SUBJECT MATTER OF THE AGREEMENT**

- 1.1 The organization shall provide financial support to the participant for undertaking a mobility activity for the “Interreg Volunteer Youth” (called hereafter the “IVY”) under the European Solidarity Corps initiative.
- 1.2 Amendments to this agreement shall be requested and agreed by all parties through a formal notification by letter or by electronic message.
- 1.3 The participant accepts the financial support in the amount specified in article 3 of the present agreement.

**ARTICLE 2 – ENTRY INTO FORCE AND DURATION OF MOBILITY**

- 2.1 The agreement shall enter into force on the date when the last of the three parties signs.
- 2.2 The mobility period shall start on 24 May 2018 and end on 23 November 2018\*.
- 2.3 The total duration of the mobility period shall not exceed 6 months for a participant.

\*The period after the 31<sup>st</sup> August 2018 is subject to the extension of the IVY initiative. The time period indicated will be confirmed as soon as the extension of the IVY initiative is officially approved.

### ARTICLE 3 – FINANCIAL SUPPORT

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- 3.1 The financial support in form of Organisational and Personal Support (OPS) for the mobility period has a minimum amount of € 20 and a maximum of € 26 per day, depending on the country of deployment and according to the table for European Voluntary Service (EVS) activities in page 108 of the regulation: [http://ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus/files/files/resources/erasmus-plus-programme-guide\\_en.pdf](http://ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus/files/files/resources/erasmus-plus-programme-guide_en.pdf) (it is also attached as Annex III in page 5 of this agreement).
- 3.2 The participant shall receive a financial support from EU funds for 184 days. The total amount for the mobility period shall be determined by multiplying the number of days of the mobility with the OPS applicable per day for the receiving country concerned (see the table indicated above and included as Annex III in page 5).
- 3.3 In addition to OPS, AEBR also covers the participant's travel costs based on an estimation per distance according to the unit costs provided by DG EAC (European Commission) for the EVS, established in page 92 of the abovementioned regulation (included as Annex II in page 4 of this agreement).
- 3.4 The financial support may not be used to cover similar costs already funded by European Union funds.
- 3.5 Furthermore, the host organization (Sogiese, MA programme) will contribute with a sum of 1000€ coming from its own public resources in order to top up the allowance granted to the participant in concept of travelling and relocation expenses.

### ARTICLE 4 – RIGHTS, RESPONSIBILITIES AND PAYMENT ARRANGEMENTS

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- 4.1 AEBR is the coordinator of the IVY and is responsible for the successful match between the host organization and the volunteer. Moreover, AEBR has the role of facilitating the implementation of the initiative by offering administrative and quality support to host organisations and enabling their networking. The host organization has to ensure safe and decent living and working conditions for the volunteer throughout the entire activity period. It has to provide adequate personal, task-related and (if possible) linguistic support, including the identification of a mentor for the volunteer. In other words, the host organization is responsible for supporting the participant during the IVY experience onsite and must adhere to the European Solidarity Corps Chart.
- 4.2 AEBR will proceed to the payment of the financial support to volunteers (OPS and travel costs) (per bank transfer) as follows:
  - If the deployment lasts for 2-3 months, two payments will be made: 70% before the deployment and 30% at the end, once the report or feedback from the volunteer after termination of the mission is received by the AEBR.
  - If the deployment lasts for 4-6 months, three payments will be made: 40% before the deployment, 40% in the middle of the stay, and 20% at the end, once the report or feedback from the volunteer after termination of the mission is received by the AEBR.
- 4.3 The host organization (Sogiese, MA programme) will proceed to the payment of the financial support to the participant in concept of travel grant. Payment will be made per bank transfer during the next month after the signature of the agreement.

### ARTICLE 5 – INSURANCE

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The participant's IVY experience is officially recognised by her home university (Sciences Po Paris). As such, the participant is already insured and will not get an extra insurance coverage neither by AEBR nor by the host organization.

### ARTICLE 6 – IVY INFO PACK

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- 6.1 The organization has provided the participant with the IVY Info Pack which is composed of the following documents:
  - The IVY Agreement
  - The Volunteer's ID Form
  - AEBR & IVY welcoming letters
  - Guidelines & tips
  - EuropCom conference tips
  - General information about the European Union
  - General information about Interreg



The participant shall be familiar with the content of these documents before signing the present agreement. A pre-departure group call (different for Reporters and Project Partners) will be set up and a follow-up email will be sent out. The host organization will provide the volunteer with all necessary information and training material regarding his/her experience as volunteer.

#### ARTICLE 7 – ROLES AND TASKS OF THE PARTICIPANT

7.1 Broadly speaking, as **Interreg Reporter**, the participant will help with disseminating information on the benefits of territorial integration on the ground, through reporting successful Interreg projects and stressing their solidarity dimension.

By signing this agreement, the participant agrees to uphold the following principles:

- Interreg Volunteers embrace the values of solidarity, respect for human dignity and human rights, and believe in the promotion of a fair and equal society in which pluralism, non-discrimination, tolerance, justice, solidarity and equality prevail;
- Interreg Volunteers strive to enhance solidarity between people, while respecting their cultures and their traditions, and aim to build a community of shared responsibilities and mutual support;
- Interreg Volunteers are willing to make meaningful contributions to society and will show solidarity, cooperation and mutual understanding;
- Interreg Volunteers must not act in any way that could put others or themselves at risk of being harmed;
- Interreg Volunteers must respect the rules, organisational structure and practices that govern the hosting organisation, bearing in mind also that this frame may be necessary to respect the personal health, safety and dignity of individuals involved in the activity. Interreg Volunteers must also abide by the laws in force in the host country;
- joining the Interreg Volunteer Youth initiative must always be the voluntary choice of a young person, who is free to resign from the initiative. They have the right to refuse to accept any offer of a deployment without affecting their chance to receive other offers in the future;
- the participation in this initiative does not involve the payment of any fee;
- at the end of their successful experience, Interreg Volunteers are entitled to receive an Interreg Volunteer certificate, confirming their participation in the activity;

#### ARTICLE 8 – MID-TERM & FINAL REPORT

The participant shall complete the participant final report at the latest 14 days before the end of the mobility period. If the participant join IVY for a period longer than 3 months, the mid-term report should be completed during the second or third month of the experience, depending on the length of his/her IVY period.

#### ARTICLE 9 – LAW APPLICABLE AND COMPETENT COURT

The Agreement is governed German Law.

The competent court determined in accordance with the applicable national law shall have sole jurisdiction to hear any dispute between the institution and the participant concerning the interpretation, application or validity of this Agreement, if such dispute cannot be settled amicably.

#### SIGNATURES

For the participant  
Oriane Louveau



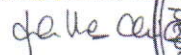
Done at Paris, 18/05/2018

For the AEBR  
Alessandra Cardaci, Project Manager



Done at Berlin, 24/05/2018

For the host organization  
Juan Llanes, manager



Done at Santander, 24/05/2018

