**PARTNERSHIP AGREEMENT TEMPLATE**

**AGREEMENT BETWEEN:**

[Any LOGO]

LEAD ENTITY NAME [+ ANY ACRONYM]

LEGAL FORM] legally established according to the regulations in force in [STATE],

with registered office in [FULL ADDRESS], TAX CODE: ………………………….. (or another identification method in the relevant country) represented by (NAME) in the capacity as Legal Representative

*(Lead Entity –hereinafter “Remittee”)*

**AND**:

[Any LOGO]

PARTNER ENTITY NAME [+ ANY ACRONYM]

[LEGAL FORM] legally established according to the regulations in force in [STATE],

with registered office in [FULL ADDRESS], TAX CODE: ………………………….. (or another identification method in the relevant country) represented by (NAME) in the capacity as Legal Representative

*(Operating Partner – hereinafter the "Partner")*

*Preamble*

Having regard to:

*public notice OTTO PER MILLE’S FUNDS OF THE WALDENSIAN CHURCH - GUIDELINES FOR THE FUNDING APPLICATION [SPECIFY YEAR];*

Project [OPM Rdf CODE] within the Juno Platform;

REPORTING GUIDELINES [SPECIFY YEAR];

VISIBILITY criteria;

ENTER INTO THIS AGREEMENT

for the joint implementation of the project:

[ENTER PROJECT TITLE]

*Article 1. Subject of the Partnership Agreement*

1. With this Partnership Agreement, [Remittee] and [Partner] define the roles, tasks, procedures and timing for the joint implementation of the project [project title].
2. This signed Agreement defines the relevant responsibilities for the good administrative and financial management of the project.
3. This partnership agreement is ATTACHED to the project [OPM code/\_\_\_/\_\_\_\_\_], hereinafter referred to as "the project".

Article 2. *Objectives of the Partnership Agreement*

*With reference to the implementation of the project, the parties set the following objectives:*

* ….[list]
* …..
* …..
* ….

*Article 3. Responsibilities, role and tasks of the Remittee*

The Remittee is responsible towards the Waldensian Table for the correct management, the due implementation of the entire project and the fulfilment of all of the obligations outlined in the documents indicated in the Preamble, also with regard to the activities of the Partner in this Agreement.

Furthermore, it guarantees the overall coordination of all project activities, ensuring interaction and systematic comparison between the parties.

Specifically, the Remittee is responsible for implementing the project in the following management, administrative, financial and control activities and for the payment of the related expenses:

* …..[list]
* …..
* ……
* ……
* ……

*Article 4. Role/s, responsibilities and activities of the Partner*

The Partner is responsible and liable for implementing the following activities and will manage (if applicable) the following budget units:

* …..[list]
* …..
* ……
* ……
* ……

*Article 5. Purchases, construction and renovation*

Given the nature of the project, it is necessary to allocate to the Otto per Mille funding of the Waldensian Church also the costs incurred by [specify whether the expenses are incurred by the Remittee or by the Partner] for the purchase/construction/renovation of the real estate and/or registered movable property and/or vehicles listed below, which will remain the property of [specify whether the ownership of the purchased goods will remain the property of the Remittee, of the Partner or another entity involved in the project].

* …..[list]
* …..
* ……
* ……
* ……

*Article 6. Reporting of activities and expenses to be borne by the Remittee*

The Remittee draws up and sends to the Otto per Mille Office of the Waldensian Table the report of all the project activities entrusted to it or the Partner.

The Remittee undertakes to report the activities entrusted to it in compliance with the Reporting Guidelines [SPECIFY YEAR], the regulations in force in [COUNTRY WHERE THE ACTIVITIES ARE IMPLEMENTED] and within the limits of the budget detailed in the project.

It guarantees and is responsible for the full compliance, also by the Partner, with the Guidelines, rules and conditions mentioned above in relation to the activities entrusted to it and is responsible for all the expenses not correctly reported.

The Remittee guarantees that all of the documentation written in languages other than Italian, English, French or Spanish will be accompanied by a full translation of all of the documents in one of these languages.

The Remittee sends the Partner's Final Report to the Otto per Mille Office, together with the final report.

*Article 6. Reporting of activities and expenses to be borne by the Partner*

The Partner undertakes to report the activities entrusted to it in compliance with the Reporting Guidelines [SPECIFY YEAR], the regulations in force in [COUNTRY WHERE THE ACTIVITIES ARE IMPLEMENTED] and within the limits of the budget detailed in the project.

The Partner undertakes to draw up a Final Report of the activities entrusted to it and send it to the Remittee.

*Article 7. Transfer of funds and payments*

The Remittee will transfer the funds from its own current account.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| CURRENT ACCOUNT HOLDER: |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| IBAN / CA: |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| BANK: |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| BANK ADDRESS: |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| BIC / SWIFT / ABA: |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CURRENCY |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ABA CODE  (Account in US dollars) |  | | | | | | | | | | | | | | | | | | | | | | | | | | |

in favour of the Partner to the current account

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| CURRENT ACCOUNT HOLDER: |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| IBAN / CA: |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| BANK: |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| BANK ADDRESS: |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| BIC / SWIFT: |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CURRENCY |  | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ABA CODE  (Account in US dollars) |  | | | | | | | | | | | | | | | | | | | | | | | | | | |

The funds will be transferred according to the following method:

*[SPECIFY METHODS, CONDITIONS, ETC.]*

The Remittee will entirely bear the risk related to exchange rate fluctuations between the currencies used.

*Article 8. Amendments and Revision of the Partnership Agreement*

Any amendment or revision of this Agreement shall be agreed in writing between the parties.

The Remittee shall promptly submit the amended agreement proposal for prior authorisation to the Otto per Mille Office of the Waldensian Table.

*Article 9. Duration of the Partnership Agreement*

This Agreement will be in force from [DATE] until [DATE OF EXPIRY OF THE PARTNERSHIP], i.e. during the whole project implementation period, until its administrative closure and the sending of the final financial reporting.

In case of termination of the Agreement before the end of the project, the Remittee shall immediately notify the Otto per Mille Office of the Waldensian Table. The outgoing party is required to provide all administrative and financial documentation related to the activities carried out at its own expense.

*Article 10. Attachments*

The following documents are attached to this Partnership Agreement and form an integral part of it.

*Attachment 1. Copies of the identity document of the Legal Representative of the Remittee Body and the Partner(s).*

*Partner*

*Name of the legal representative*

*Place, date*

*Stamp*

*Signature*

*Remittee*

*Name of the legal representative*

*Place, date*

*Stamp*

*Signature*