

WHAT IS COORDINATOR / PARTNER / PARTICIPANT IN THE EUROPE FOR CITIZENS PROGRAMME?

COORDINATOR

Project coordinator (in Programme Guide you may as well find terms *applicant* or *beneficiary*) is an organisation, who performs a coordinating role during the implementation of the project. This role is translated into an overall responsibility for carrying out the activities in accordance with the Grant Agreement/Grant Decision, as well as a concrete and essential involvement in the design, implementation and financing of the project. On behalf of all involved organisations coordinator completes and sends an application form (including data about partner organisations and their activities during the project). The coordinator acts as the legal co-signatory of the Grant Agreement (Grant Agreement/Grant Decision is received in the name of coordinator). Coordinator receives the grant from European Commission to their bank account and distributes the grant to partners. Coordinator is responsible for the preparation and dispatch of the final report.

PARTNERS

Partner (or *co-organises*) is organisation, who in collaboration with coordinator designs and develops idea of the project (makes a common plan on how it will be implemented); by common agreement helps coordinator to complete and provides information necessary for the application form; is responsible for implementation of activities (that are clearly indicated in the application form) during the project. It is optional (however highly recommended) for partners to have financial input in the project in Europe for Citizens Programme. As well, it is not obligatory to have signed letters of intent/agreements among partners when applying for Europe for Citizens Programme. Coordinator may allocate part of the grant for partners that is needed for implementation of project activities; by common agreement the expenditures incurred in the name of partner organisation are eligible costs of the project.

PARTICIPANTS

Participants are invited organisations or persons, who are taking part in some activities of project, but have not any legal responsibilities for implementation of project (eg. general audience or speakers at conference, civil society organisations that take part in NGO market organised under your project, etc.).

ASSOCIATED PARTNERS

In the application form you are also welcome to indicate organisations who will participate in the implementation of the proposed activities of the project, but not to the extent and level of participation of a partner (eg. information multipliers, who will help you to disseminate information about the project). This could be entities that are not eligible under Europe for Citizens Programme (eg. governmental institutions) or that are from ineligible countries (eg. participants from Ukraine that covers their own expenses) and has a remarkable input to the project and its content. Costs incurred by associated partners are not eligible costs.