

Project number				-		
Project titel						
Projektzeitraum						
	Project executing organization	Project partner		Project sponsor		
Name of the organization				Weltnotwerk der KAB e.V.		
Country				Germany		
Contact person				Norbert Steiner Managing Director of Weltnotwerk e.V.		
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The **project executing organization**, the **project partner** and the **project sponsor**, hereinafter called **Weltnotwerk**, agree on the following binding arrangements:

1. Objectives

Target group			
Nr.	Objective	Nr.	Activity/Means
1		1a	
		1b	
		1c	
		1d	
2		2a	
		2b	
		2c	
3		3a	
4		4a	

AGREEMENTS	<ul style="list-style-type: none"> • All of the parties try to achieve the objectives noted above with the corresponding activities/means and so improve the situation of the target group sustainably. • The project executing organization is under obligation to inform Weltnotwerk without delay, if project objectives or measures are to be changed, the project aim cannot be realized or if the project implementation is impeded because of certain obstacles. • The project executing organization obligates itself to observe and document the success and the impacts of its efforts: During the project funding period the short report (PM08) has to be handed in at Weltnotwerk every 30th June and the project report (PM10) the 31st January. Moreover, in case of projects over several years the final report (PM13) has to be submitted at the latest three month after the end of the project.
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2. Funding

	Amount	Currency
Total funding amount granted by Weltnotwerk		
This equals		€
Confirmation of project funding (PM C) on		
Internal accounting of the organization by		
External accounting by		

AGREEMENTS	<ul style="list-style-type: none"> • Weltnotwerk will support the project and its activities by providing the funding amount (see above), on the basis of the “Income and expenditure plan” (PM03) and its funding approval (PMC). • The contracting partners commit themselves to using the approved subventions carefully because they mostly come from donors and public means. • All of the revenues (which means money received from Weltnotwerk, equity capital, money from third parties, interest from the own revenues etc.) and expenditures have to be calculated regularly with Weltnotwerk. Therefore, every 30th June, the financial status (PM09) has to be submitted and every 31st January the financial report (PM11) from the last year has to be handed in. At the 28th February the auditor report has to be submitted, referring to the last year. All of the receipts from the revenues and expenditures are to be used for the writing of the auditor report or be annexed at the financial report as scan or copy. Please read the general guidelines for project funding PM01 for further information. The statements in this document are binding.
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3. Approved income and expenditure plan

AGREEMENTS

- All of the contracting parties accept the submitted income and expenditure plan (PM03) as binding. The project executing organization commits itself to use the granted funding amount economically and efficiently and only for the objectives and activities stated above.
- The project executing organization undertakes to inform Weltnotwerk if:
 - The circumstances which lead to the approval for a financial subvention change or if the project goals/means/activities need to be changed
 - Objects more expensive than 3000 euros that will not be used for the project. This also concerns funds, developed or undeveloped plots as well as concessions and other legal assets.
 - The project executing organization receives additional contributions of a third party for the same project during the funding period;
 - The previewed total expenditures reduce or increase
 - The funding amount is not totally spent due to e.g. cost reductions
- Only in exceptional well-founded cases an increase of the from Weltnotwerk granted funding amount is possible. In this instance a request must be submitted in written form.
- Weltnotwerk can withdraw its granted approval if:
 - The goals of the project contract are not achieved
 - The project executing organization didn't request Weltnotwerk's consent before making whatever alterations
 - The essential reasons for the decision to fund the project cease to exist
 - The activities of the project have not been started two years after the planned beginning of the project
- Weltnotwerk can reclaim amounts already disbursed if the funds provided were not used as written in the project contract or the obligations agreed on were not fulfilled.

You can find further details concerning the collaboration and the fill in of the forms in the "General Guidelines for Project Funding" (PM01). With the signature of the project contract the project executing organization confirms having read and understood the "General Guidelines" and to agree on the rules in this document. The project contract enters in action, as soon as the signed original and a copy of it have been received by Weltnotwerk.

	Project executing organization	Project partner	Weltnotwerk
Place, Date			
Name, Position			
Signature			
Name, Position			
Signature			