EUROPEAN COMMUNITY CONTRIBUTION AGREEMENT
WITH AN INTERNATIONAL ORGANISATION

[identification number of the contribution agreement]

The European Community, represented by the Commission of the European Communities, [or Name and address of the contracting authority, when it is not the Commission] 1 ("the Contracting Authority") of the one part,

and

[full name of Organisation] [acronym] with its Head office at [address], ("the Organisation") of the other part,

have agreed as follows:

Special Conditions

Article 1 - Purpose

1(1) The purpose of this Agreement is a contribution by the Contracting Authority for the implementation of the action entitled: [title of the Action] ("the Action").

1(2) The Organisation will be awarded the contribution on the terms and conditions set out in this Agreement, which [complies with the provisions of [reference to any relevant framework agreement between the Commission and the Organisation] and] 2 consists of these special conditions ("Special Conditions") and their annexes.

1(3) The Organisation accepts the contribution and undertakes to do everything in its power to implement the Action under its own responsibility.

Article 2 – Entry into force and Implementation Period

2(1) This Agreement shall enter into force on the date when the last of the two Parties signs.

2(2) The implementation of this Agreement will begin on:

(select one)
- the day following that on which the last of the two parties signs
- the first day of the month following the date on which the first prefinancing is paid by the Contracting Authority

1 Choose the relevant option and delete the other. Please note that the footnotes only serve explanatory purposes and will not be reproduced in the real agreements.

2 Delete if not applicable.
- [a later date]
- [a date preceding the signature of the Agreement but not preceding the Organisation’s request for a contribution, nor the signature of any relevant financing agreement between the European Commission and the recipient country].

2(3) The implementation period of this Agreement, as laid down in Annex I, is [number of months].

**Article 3 - Financing the Action**

3(1) The total cost of the Action eligible for financing by the Contracting Authority is estimated at EUR [...], as set out in Annex III.

3(2) The Contracting Authority undertakes to finance a maximum of EUR [...], [equivalent to [...] % of the estimated total eligible cost specified in paragraph 1]³; the final amount will be established in accordance with Article 17 of Annex II.

**Article 4 - Narrative and financial reporting and payment arrangements**

4(1) Narrative and financial reports shall be produced in support of payment requests, in compliance with Articles 2 and 15(1) of Annex II.

4(2) Payment will be made in accordance with Article 15 of Annex II; of the options referred to in Article 15(1), the following will apply:⁴

<table>
<thead>
<tr>
<th>Option 1</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Prefinancing:</td>
<td>EUR [.....]</td>
</tr>
<tr>
<td>Forecast final payment</td>
<td>EUR [.....]</td>
</tr>
<tr>
<td>(subject to the provisions of Annex II)</td>
<td></td>
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</tbody>
</table>

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<thead>
<tr>
<th>Option 2</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Prefinancing:</td>
<td>EUR [.....]</td>
</tr>
<tr>
<td>Forecast additional annual payments:</td>
<td>EUR [.....]</td>
</tr>
<tr>
<td>(subject to the provisions of Annex II)</td>
<td></td>
</tr>
<tr>
<td>Forecast final payment</td>
<td>EUR [.....]</td>
</tr>
<tr>
<td>(subject to the provisions of Annex II)</td>
<td></td>
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</tbody>
</table>

**Article 5 - Contact addresses**

Any communication relating to this Agreement shall be in writing, shall state the number and title of the Action, and shall use the following addresses

³ The percentage is not applicable in the case of Multi-donor Actions where the real funding of the Action is not known at the time of signing this Agreement.

⁴ Delete the option which does not apply.
For the Contracting Authority:

Payment requests and attached reports, including requests for changes to bank account arrangements shall be sent to:

European Commission
EuropeAid Co-operation Office
For the attention of Financial Unit [address of the financial unit]

Copies of the documents referred to above, and correspondence of any other nature, shall be sent to:

European Commission
EuropeAid Co-operation Office
For the attention of Management Unit [address of the management unit]

Or [Address of the Contracting Authority's management department and/or the Project Management Unit responsible for managing the programme] 5

A copy of the reports referred to in Article 4(1) shall be sent to the European Commission Delegation in charge of monitoring the Action, at the following address:
[.................] 6

For the Organisation:

[.................]

Article 6 - Annexes

6(1) The following documents are annexed to these Special Conditions and form an integral part of the Agreement:

Annex I: Description of the Action
Annex II: General Conditions applicable to European Community contribution agreements with international organisations
Annex III: Budget for the Action
Annex IV: financial identification form
Annex V: standard request for payment

5 Choose one option and delete the other.

6 Delete if not applicable. Conversely, if the Agreement is managed by the Delegation, the Delegation's address should replace the two European Commission addresses mentioned above.
6(2) In the event of a conflict between the provisions of the Annexes and those of the Special Conditions, the provisions of the Special Conditions shall take precedence. In the event of a conflict between the provisions of Annex II and those of the other annexes, the provisions of Annex II shall take precedence.

[Article 7 - Other specific conditions applying to the Action]

7(1) The following shall supplement the General Conditions:
   7(1)(1) …

7(2) The following derogations from the General Conditions shall apply:

   7(2)(1) By derogation from Article ...

Done at [Brussels] in three originals in the English language, two for the Contracting Authority and one for the Organisation.

For the Organisation

[signature]
[date]

For the Contracting Authority

[signature]
[date]

Endorsed for financing by the European Community 7

[signature]
[date]

7 Where the Contracting Authority is not the European Commission. Delete if not applicable.