



## Grant Agreement for Erasmus+ Staff Mobility for Teaching between Programme and Partner Countries

**Justus Liebig Universität Gießen**  
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Address: Ludwigstrasse 23, 35390 Giessen

Called hereafter "the institution", represented for the purposes of signature of this agreement by Julia-Sophie Rothmann, Erasmus+ Institutional Coordinator, of the one part, and

Dr Oksana Pashko

Seniority in the position: Junior      Nationality: Ukrainian

Address: 2 Skovorody vul., 04070 Kyiv      Department/unit: Department of Literature, Faculty of Humanities,  
National University of Kyiv-Mohyla Academy

Phone:      E-mail: o.pashko@ukma.edu.ua

Sex: F      Academic year: 2017/2018

Participant with:      financial support from Erasmus+ EU funds   
a zero-grant

The financial support includes:      special needs support

The participant receives financial support other than Erasmus+ EU funds

Bank account where the financial support should be paid:

Bank account holder (if different than participant):

Bank name:

Clearing/BIC/SWIFT number:

Account/IBAN number:

Called hereafter "the participant", of the other part,

Have agreed the Special Conditions and Annexes below which form an integral part of this agreement ("the agreement"):

Annex I      Staff Mobility Agreement

Annex II      General Conditions

The terms set out in the Special Conditions shall take precedence over those set out in the annexes.

[It is not compulsory to circulate papers with original signatures for Annex I of this document: scanned copies of signatures and electronic signatures may be accepted, depending on the national legislation or institutional regulations.]

## SPECIAL CONDITIONS

### ARTICLE 1 – SUBJECT MATTER OF THE AGREEMENT

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- 1.1 The institution shall provide support to the participant for undertaking a mobility activity for teaching under the Erasmus+ Programme.
- 1.2 The participant accepts the individual and travel support as specified in article 3 and undertakes to carry out the mobility activity for teaching as described in Annex I.
- 1.3. Amendments to the agreement shall be requested and agreed by both parties through a formal notification by letter or by electronic message.

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

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- 2.1 The agreement shall enter into force on the date when the last of the two parties signs.
- 2.2 The mobility period shall start on 14/05/2018 and end on 18/05/2018. The start date of the mobility period shall be the first day that the participant needs to be present at Justus Liebig University Giessen and the end date shall be the last day the participant needs to be present at Justus Liebig University Giessen.  
[One day for travel before the first day of the activity abroad or one day for travel following the last day of the activity abroad shall be added to the duration of the mobility period and included in the calculation for individual support.]
- 2.3 The participant shall receive financial support from Erasmus+ EU funds for 5 days of activity and 1 day for travel.
- 2.4 The total duration of the mobility period shall not exceed 2 months, with a minimum of 5 days per mobility activity. A minimum of 8 hours of teaching per week has to be respected. If the mobility lasts longer than one week, the minimum number of teaching hours for an incomplete week shall be proportional to the duration of that week. The participant shall teach a total of 8 hours in 5 days.
- 2.5 The participant may submit any request concerning the extension of the mobility period within the limit set out in article 2.4. If the institution agrees to extend the duration of the originally planned mobility period, the agreement shall be amended accordingly.
- 2.6 The Certificate of Attendance shall provide the effective start and end dates of the mobility period.

### ARTICLE 3 – FINANCIAL SUPPORT

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- 3.1. The participant shall receive EUR 720,00 corresponding to individual support and EUR 275,00 corresponding to travel. The amount of individual support is EUR 120,00 per day up to the 14<sup>th</sup> day of activity and EUR 84,00 per day from the 15<sup>th</sup> day,  
The final amount for the mobility period shall be determined by multiplying the number of days of the mobility specified in article 2.3 with the individual support rate applicable per day for the receiving country and adding the contribution for travel to the amount obtained.
- 3.2 The reimbursement of costs incurred in connection with special needs, when applicable, shall be based on the supporting documents provided by the participant.
- 3.3 The financial support may not be used to cover costs already funded by EU funds.
- 3.4 Notwithstanding Article 3.3, the financial support is compatible with any other source of funding.
- 3.5 The financial support or part of it shall be recovered if the participant does not carry out the mobility activity in compliance with the terms of the agreement. However, reimbursement shall not be requested when the participant has been prevented from completing his/her mobility activities as described in Annex I due to force majeure. Such cases shall be reported by the institution and accepted by the National Agency.

### ARTICLE 4 – PAYMENT ARRANGEMENTS

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- 4.1 Within 30 calendar days following the signature of the agreement by both parties, and no later than the start date of the mobility period, a pre-financing payment shall be made to the participant representing 20% of the financial support from Erasmus+ EU funds specified in Article 3.
- 4.2 If payment under Article 4.1 is lower than 100% of the financial support, the submission of the online EU Survey shall be considered as the participant's request for payment of the balance of the financial support from Erasmus+ EU funds. The institution shall have 45 calendar days to make the balance payment or to issue a recovery order in case a reimbursement is due.
- 4.3 The participant must provide proof of the actual dates of start and end of the mobility period, based on a certificate of attendance provided by the receiving organisation.

### ARTICLE 5 – EU SURVEY

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- 5.1. The participant shall complete and submit the online EU Survey after the mobility abroad within 30 calendar days upon receipt of the invitation to complete it.

- 5.2 Participants who fail to complete and submit the online EU Survey may be required to partially or fully reimburse the financial support received.

#### ARTICLE 6 – INSURANCE

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- 6.1 The participant shall have adequate insurance coverage. The participants have to ensure that they have a valid health insurance (mandatory). It is also recommended to contract a liability and accident insurance. For example: <https://www.daad.de/versicherung/allgemein/bedingungen/de/14397-daad-versicherung-zielland-deutschland/>
- 6.2 Health insurance coverage is mandatory. Basic coverage might be provided by the national health insurance of the participant. However, the coverage may not be sufficient, especially in case of repatriation and specific medical intervention. In that case, a complementary private insurance might be useful. It is the responsibility of the sending institution of the participant to ensure that the participant is aware of health insurance issues.

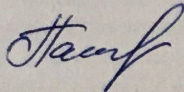
#### ARTICLE 7 – LAW APPLICABLE AND COMPETENT COURT

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- 7.1 The Agreement is governed by German law.
- 7.2 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.

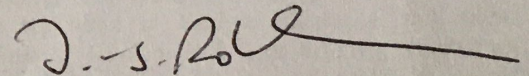
#### SIGNATURES

For the participant  
Pashko, Oksana



Done at Giessen, 14.05.2018

For the institution  
Rothmann, Julia-Sophie



Done at Giessen, 04.05.2018