



PARTNERSHIP AGREEMENT TEMPLATE

In accordance with Regulation (EU) No 1299/2013 Article 13, an agreement between the Lead Partner and the partnership members must be established. It is the Lead Partner's responsibility to establish such an agreement.

There are many good reasons why an agreement between the partners is needed:

- A Partnership Agreement is a key tool to secure an efficient project implementation.
- Defining responsibilities and procedures makes the implementation of projects easier.
- A Partnership Agreement helps minimizing the risks involved in carrying out a transnational project.
- The Partnership Agreement works as a tool to solve situations of internal partnership conflict.

In order to assist the Lead Partners, the Northern Periphery and Arctic Programme 2014-2020 provides a Partnership Agreement template to be used when establishing the partnership organization and the responsibilities between the partnership members. Note that the template may have to be adjusted to suit the individual partnership. The Lead Partner is responsible for making the proper adjustments.

Every partnership is free to develop own versions of Partnership Agreements. However, a partnership agreement should include the following parts:

- Implementation of operations
- Partnership management
- The role and responsibilities of the Lead Partner
- The role and responsibilities of the Partners
- Financial management

To be considered valid the agreement must be confirmed and signed by the partnership organizations.

In order to secure the existence of valid partnership agreements each Lead Partner shall certify to the Managing Authority that an agreement has been established (Enclosure 2 of the Grant Letter).