



## Contract on Participation in the ViabilityNet 3.0 Program

### **Via Foundation**

Address: Dělnická 1324/9, 170 00 Prague 7  
Organization ID: 67360114  
Represented by: Jiří Bárta, Executive Director

Hereinafter the "**Foundation**"

and

First name and surname:

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Permanent address (including country):

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Date of birth: \_\_\_\_\_

Passport number, date and place of issuance:

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Hereinafter the "**Participant**"

hereby conclude the following contract:

### **I.**

#### **Subject-matter of the contract**

1. The Foundation implements the program ViabilityNet 3.0.
2. The Participant has applied to participate in the ViabilityNet 3.0 program for the period of August 2018 to August 2019, is interested in participating in said program and undertakes to meet his or her obligations under this Contract and proceed in accordance with the Foundation's guidelines.

## **II.**

### **Description of the program**

1. The program includes four meetings designed to provide space for reflection and learning. Each meeting will include a site visit, i.e. a visit to a local community that offers a specific approach and/or experience to learn from. In addition to the site visit, the meetings will include aspects of theory, reflection and skills training. We will base our work on the principles of non-formal education, also using different experiential exercises and the approach of learning by doing as well as sharing experiences among participants.

## **III.**

### **Participant's rights and responsibilities**

1. The Participant undertakes to participate in all parts of the ViabilityNet 3.0 program in the period from August 2018 to August 2019.
2. The Participant will personally and actively participate in the meetings of all parts of the program. The list of meeting dates constitutes an integral part hereof (see Annex 1).
3. The Participant is prepared to engage in the program in the spirit of the principles of openness, responsibility, willingness to learn and respect to the program meeting environment and to the other participants. During his or her participation in ViabilityNet 3.0, the Participant will follow the guidelines and principles presented by the ViabilityNet 3.0 program managers.
4. In the event of any changes impacting his or her participation in the ViabilityNet 3.0 program (change of residence, changes relating to the affiliate organization, etc.), the Participant will inform the ViabilityNet 3.0 program managers of such change without undue delay.
5. The Participant will pay the participation fee of 250 EUR no later than 30 days from the signing of this Contract to Via Foundation's bank account, as follows:

Name of bank: MONETA Money Bank, a. s.

Address of bank: VÍTEZNÉ NÁMESTÍ 577/2, 160 00 PRAHA 6

Account number: 705 705 705/0600

IBAN: CZ410600000000705705705

SWIFT Code BIC: AGBACZPP

6. The Participant is required to bring one team member to the fourth meeting of the program. The team member will actively participate in the program.
7. As part of his or her participation in the ViabilityNet 3.0 program, the Participant will have the opportunity to use up to 10% (max. 6,000 CZK) of the [Community Project Grant](#) as a contribution towards the further development and education of the Participant, his or her team and community. Disbursal of this funding will be based on a proposal by the Participant and approval by the ViabilityNet 3.0 program managers. Further specific information relating to accounting, reporting and other rights and responsibilities are defined in the [Financial Guidelines](#).
8. The Participant has the right to reimbursement of up to 80% of his or her travel expenses. Accounting and reimbursement procedures and formats are further defined in the [Financial Guidelines](#).
9. The Participant will receive accommodation and meals free of charge during the four meetings. Details and specific information relating to accommodation and meals outside of the four meetings are provided in the [Financial Guidelines](#).
10. The Participant will receive the support outlined herein only if s/he takes an utmost responsible approach to his or her participation in the program.
11. The Participant is required to immediately inform the program managers in the event that s/he is unable to participate in any of the program activities. A maximum of four days of absence are allowing during the program. The following penalties apply to absences: 15 EUR for each half-day. In the event that the Participant's absence exceeds four days, the Participant will terminate his or her participation in the program. In such case, accounting of the Community Grant and Travel Grant will occur without undue delay and the Participant will be responsible to return the unused portions of the grants to Via Foundation within 30 days.

#### **IV.**

##### **Foundation's rights and responsibilities**

1. The Foundation undertakes to allow the Participant to participate in the ViabilityNet 3.0 program under the condition that s/he fulfils his or her contractual obligations.
2. The Foundation undertakes to provide the participants with information required for their participation in the ViabilityNet 3.0 program in a timely manner (at least one month in advance of each meeting).

3. The Foundation undertakes to develop a supportive and inspiring environment for learning and development of ViabilityNet 3.0 program participants.
4. Each participant will receive a travel grant that will cover 70% of his or her travel expenses to the meetings (including travel expenses for one team member to one meeting) and one Community Forum (up to a maximum of 20,000 CZK).
5. Each participant will receive a [Community Grant](#) in the amount of 60,000 CZK.
6. Each participant will receive the opportunity to have a mentor for the duration of the program.

## V.

### Final provisions

1. The contracting parties hereby declare that prior to signing this Contract they read its contents and that the Contract was signed according to their free and true will and that they are not aware of any obstacles that would prevent the conclusion hereof.
2. This contract was executed in two counterparts, each of which has the validity of an original. The Foundation and the Participant will each obtain one counterpart.
3. In compliance with Act No. 101/2000 Coll. on Personal Data Protection and Amendments to Some Laws, as amended, the Participant agrees with use of his or her personal data provided herein and in the annexes hereto for the purposes of processing of his or her application, compilation of statistics, provision of information about Via Foundation's work and listing in Via Foundation's database.

Prague, on

In \_\_\_\_\_ on (*date*)

\_\_\_\_\_  
Jiří Bárta

\_\_\_\_\_  
Participant

Executive Director, Via Foundation