



GENÇLİK ÇALIŞMALARI MERKEZİ
ACTIVITY AGREEMENT

Doküman No: FR.GNC.002
Yayın Tarihi: 17/03/2020
Revizyon No: 01
Revizyon Tarihi: 28.01.2025



By signing this agreement, the organizations fully agree on carrying out jointly the activity in the framework of the European Solidarity Corps in a spirit of cooperation, and fully agree to conduct the volunteering activity with all the guidelines of the European Solidarity Corps and European Commission documents stated in the volunteering Charter. In addition, the “Rights and Responsibilities of ESC Host Organizations, Sending Organizations and Mentors” as well as “Rights and Responsibilities of ESC Volunteers” should be considered.

ACTIVITY AGREEMENT

“..... Title of the Project.....”

(Number of the Project)

Title of the project:
Reference Number of the project:
Duration of the project:
Activity Dates:
Volunteer:



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Coordinating organization

Name of the organization:

Address:

Phone/e-mail:

Name of the legal representative in capital letters:

Position/function:

Project Coordinator:

Hosting organization

Name of the organization:

Address:

Phone/e-mail:

Name of the legal representative in capital letters:

Position/function:

Project Coordinator:

Sending organization

Name of the organization:

Address:

Phone/e-mail:

Name of the legal representative in capital letters:

Position/function:

Project Coordinator:

The Activity Agreement should include also signatures of the **volunteer** involved in the activities listed in the application form.

The parties certify that all information contained in this agreement is certified truthful and accurate and that no relevant information has been withheld.

TASK FOR THE VOLUNTEERS:

PRACTICAL ARRANGEMENTS FOR THE VOLUNTEER:

Lodging: food / accommodation:

Working hours:

Pocket money:

Local transport:

Language support:



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Risk prevention, protection and safety:

MENTOR:



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Division of responsibilities:

The **Sending Organization** will be responsible for:

The **Hosting Organization** will be responsible for:

As a **Coordinating Organization** will be responsible for:



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Grant

Total grant awarded

All items in EUROS

<i>Please complete the applicable amounts</i>				
<i>Number of volunteers involved in the activity: 1</i>				
	Total	Host Organisation	Sending Organisation	Coordinating Organisation
Travel costs				
Visa and vaccination costs				
Organisational Support for whole 180+2 days				
Coordinating activity costs (%5)				
Sending activity costs (%15)				
Host activity costs(%80)				
Volunteer's allowance for 182 days				
<i>Total grant awarded for one volunteer</i>				

Total Grant for 1 is: **3.701,00** Euro

The applicant organization will transfer the money as follows: *complete as applicable*

WHEN	Amount	conditions of payment (E.g. presenting justification of the cost already occurred, presenting report etc.)
When we receive the invoices for host activity costs from the hosting organization. The money transfer of the first 70% payment also depends on the date when the National Agency will send the first payment to the coordinating organization)	1st payment: 70% of the total cost	Invoices for host activity costs of the hosting organization. Volunteer should be arrived to hosting country and start the activities.



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The second payment of 30% will be sent when the coordinating organization has received the sending report of the sending organization and complete and submit the final report of the whole project.	2nd payment: 30% of the total cost	Final sending report of the sending organization Final report accepted by funding NA Rest of the grant payment made by the funding NA
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Project costs must be fully justified with invoices or acceptable accounting receipts.¹

All parties are obliged to emphasize **the support of the Erasmus+ Programme** in the all informational materials or activities financed within the grant in the following way: “This [publication, video, or other activity] was made possible through support provided by the European Community Erasmus+ Programme”.

¹ According to the law of the relevant country of the applicant organization



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BANK DETAILS OF THE PARTNERS (EURO ACCOUNT):

Hosting Organization:

Bank name	
Bank branch	
SWIFT	
Postcode	
City/Town	
Street address	
Country	
Region	
Account Holder	
Sort code	
Account number	
IBAN Number (Euro)	

Sending/Coordinating Organization;

Bank name	
Bank branch	
Postcode	
City/Town	
Street address	
Country	
Region	
Account Holder	
Swift Code	
Account number	
IBAN Number (Euro)	



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Signatures and stamps;

On Behalf Of Coordinating Organization:	
Name, Surname:	
Date, Place:	,Istanbul
Signature:	
On behalf of Sending Organization:	
Name, Surname:	
Date, Place:	,Istanbul
Signature:	
On behalf of Hosting Organization:	
Name, Surname:	
Date, Place:	
Signature:	
Volunteer:	
Name, Surname:	
Date, Place:	
Signature:	



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HAZIRLAYAN	KONTROL EDEN	ONAYLAYAN	ONAYLAYAN