



Environment, Climate Change and Low Carbon Economy Programme

*'Environment Programme'*

European Economic Area (EEA) Financial Mechanism 2014-2021

Call#3 – Projects to 'Enhance sustainable development in Biosphere Reserves'

**09\_CALL#3\_ Reservas da Biosfera: territórios sustentáveis, comunidades  
resilientes**

**Project Contract**

The Environment, Climate Change and Low Carbon Economy Programme was created following the signing of the Memorandum of Understanding between Portugal, Norway, Iceland and Liechtenstein, with a view to the implementation in Portugal of the European Economic Area Financial Mechanism (EEA FM) 2014-2021 in the programme areas of Environment and Ecosystems (PA11) and Climate Change Mitigation and Adaptation (PA13). The Environment, Climate Change and Low Carbon Economy Programme – Environment Programme - contributes to the pursuit of environmental policy priorities in Portugal: transition to a circular, resilient and carbon-neutral economy and territorial enhancement.

This Project Contract establishes the rules and conditions for access in national territory to the Financing of the Environment, Climate Change and Low Carbon Economy Programme (85% from EEA FM and 15% from the national contribution), within the scope of EEA FM 2014-2021.

**Technical Information:**

<b>Programme Name:</b> Environment, Climate Change and Low Carbon Economy
<b>Programme Area:</b> Environment and Ecosystems (PA11)
<b>Complementary Programme Areas:</b> Climate Change Mitigation and Adaptation (PA13)
<b>Financing:</b>
<b>Total:</b> €28,235,294
<b>EEA Grants:</b> €24,000,000
<b>Portugal:</b> €4,235,294
<b>Programme Manager:</b> Secretary General for Environment
<b>Donor Programme Partner:</b> <u>Innovation Norway (IN)</u>

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## Project Contract

### 09\_CALL#3\_ Reservas da Biosfera: territórios sustentáveis, comunidades resilientes

Between:

The Secretary General for Environment, herein referred to as the Secretary General, legal entity no. 600086330, located at Rua de "O Século", n.º. 63, 2.º, 1200-433 Lisbon, herein represented by its Secretary General, Maria Alexandra Martins Ferreira de Carvalho, appointed by Order n.º. 6782/2018, of 27 June, published in the *Diário da República* (Official Gazette of Portugal), 2<sup>nd</sup> Series, n.º. 133, of 12 July 2018, acting as representative of the Portuguese State and Operator of the 'Environment, Climate Change and Low Carbon Economy Programme' within the scope of the European Economic Area Financial Mechanism (EEA FM) 2014-2021, referred to herein as **First Party or Programme Operator**;

and

The Quaternaire Portugal – Consultoria para o Desenvolvimento, SA, herein referred to as Quaternaire Portugal, SA, with registered office at Rua Tomás Ribeiro, n.º 412, 2º, 4450-295 Matosinhos, legal entity no. 502503661, herein represented by the President of the Administration Board, Maria Elisa Pérez da Silva Babo, acting as Project Promoter, referred to herein as **Second Party or Beneficiary**;

Whereas

- a) Biosphere Reserves (BR) are unique territories of natural and cultural heritage and committed to protect the heritage, well-being and progress of communities. The world network of BR reflects the 2030 Agenda and SDGs at the local level, supported by UNESCO goals: education, science, culture and information.

The BR model is relevant in the global framework of sustainable development (SD), natural and cultural heritage and historical identities. Portuguese BRs have not achieved yet the visibility inherent to the status of privileged tools in the SD of different territories. We propose a project that structures and fosters a collective dynamic to fulfill that purpose, respecting the autonomy and diversity of contexts of the different BR.

The project targets the territory level, through the integration of heritage assets and ecosystem services, with a special focus on people, on strengthening their skills and on the governance model. The SD Plans (SDP) of the BR, following participatory methodologies, will be the comprehensive and in-network programmatic framework, aiming at the differentiated territorial development, the resilience and sustainability of BR.

SDP will be guiding tools in each reserve and between the national BRs and other thematic and geographical BR networks. SDP will be supported by better knowledge of the values of each BR, in particular their sociocultural identity reflected in their legacy and ecosystem services, through

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demonstrative and high-priority pilot actions (adaptation, circular economy) and subsequent dissemination. A robust monitoring system of indicators will ensure a flexible management that is sensitive to the evolution of risk factors and uncertainties.

The knowledge dimension is ensured by the partnership between universities (Portuguese and Norwegian), the UNESCO chairs of Coimbra, Bergen and Nova de Lisboa, and the participation of an international network in the fields of ecology, biodiversity and sustainability, reinforcing the role of knowledge as a social transformation and territorial enrichment tool and promoting new dynamics of interdisciplinary research. Emphasis is placed on the integrated valorization of BR natural capital, through the mapping and valorization of ecosystem services, involving local communities in the identification of priorities, for their own benefit and for the sustainability of their territories.

As a transversal component of the project, we propose a robust digital infrastructure capable of revealing multiple dimensions associated with the BR, fostering collaborative and state-of-the-art dynamics, in the management of individual BR as well as among partnerships, in promoting activities in key sectors (tourism, nature conservation, entrepreneurship, local economy, research, open science, legacy and identity, creation and cultural production). This infrastructure will also support an ambitious communication and awareness program.

Awareness-raising actions aimed at specific audiences such as tourism, culture, research and education are included. The Portuguese Chamber of Biologists brings in the experience and network from the Biology Olympics, ensuring a national participation of schools and municipalities.

A training and development plan adjusted to the interests and needs of managers, technicians, promoters of the local economy, and to the expectations and interests of the communities is proposed including entrepreneurship, new dynamics of the local economy and job creation in support of the integrated development of territories, benefiting from the experience of the Pedro Nunes Institute.

We propose a highly experienced coordination in terms of planning and territorial development, in participatory methodologies and within the scope of the MAB Programme both in the design and promotion of new BR and the management of UNESCO MAB Programme.

An international panel of BR experts strengthens the exchange and partnerships component, mainly in Portuguese-speaking countries.;

- b) 09\_CALL#3\_Reservas da Biosfera: territórios sustentáveis, comunidades resilientes will contribute to achieving the Programme's Outcome 2 of the 'Environment Programme': "Enhance sustainable development in Biosphere Reserves" and Output 2.1 'Increased Biosphere Reserve

Management Capacity', in accordance with Annex I of the Programme Agreement signed on 27 May 2019;

- c) 09\_CALL#3\_ Reservas da Biosfera: territórios sustentáveis, comunidades resilientes will contribute to the 'Environment Programme' indicators, as mentioned in the following table:

PA Number	Expected programme results	Indicator	Unit of measurement	Source of Verification	Frequency of reporting	Baseline value	Baseline year	Target value
PA11 Outcome 2	Enhance sustainable development in Biosphere Reserves'	Number of persons benefitting from the promotion of sustainable development in Biosphere Reserves.	Number	Project Promoter's Records	Annual (APR)	0	N/A	314967
Output 2.1	Increased capacity to manage Biosphere Reserves	Number of Biosphere Reserves where the measures were implemented.	Number	Project Promoter's Records	Semi-annually	0	N/A	6
		Number of professional staff trained (disaggregated by gender).	Number	Project Promoter's Records	Semi-annually	0	N/A	22
		Number of sustainable development plans for Biosphere Reserves developed.	Number	Project Promoter's Records	Semi-annually	0	N/A	11

- d) As a result of the evaluation and selection process, a reasoned report was prepared with a proposal for a Project aimed at to enhance sustainable development in Biosphere Reserves, which was approved by the Secretary General in the final report of 11.09.2020.
- e) The second Party submitted an application for the Call#3 – Projects to 'Enhance sustainable development in Biosphere Reserves', under the 'Environment, Climate Change and Low Carbon Economy' Programme of the Financial Mechanism of the European Economic Area in Portugal for the period 2014-2021, having been eligible for the allocation of funding.
- f) This Contract is financed by the 'Environment, Climate Change and Low Carbon Economy' Programme, which is the financial instrument of the EEA Grants to finance innovative and structuring Projects for the country in the areas of the Environment, Climate Change and Low Carbon Economy, with the aim of promoting the good environmental status of ecosystems and reducing the adverse effects of pollution and other human activities harmful to the environment.
- g) This expense is incorporated into economic classification D.04.03.05.58.49 – 'Current Transfers', from the First Contracting Party's budget 15% General Revenue Financing Source 157 and 85% Financing Source 282, Cost Centre 2020 - 4253400005 Call#3-Res:Biosfera, in accordance with allocation n.º. EC42000648 14.10.2020 and initial commitment n.º. EC52000740, 14.10.2020;

This Contract is mutually agreed and accepted, which is governed by the applicable national and Community legislation, by the Regulation on the Implementation of Financial Mechanism 2014-2021 (EEA FM 2014-2021) and by the following clauses:

## **Clause 1**

### **Object of the Contract**

1. This Contract aims to regulate the terms and conditions of technical and operational nature to be promoted between the Programme Operator (Secretary General for Environment, hereinafter SGE) and the SECOND PARTY, regarding the implementation of 09\_CALL#3\_ Reservas da Biosfera: territórios sustentáveis, comunidades resilientes.
2. 09\_CALL#3\_ Reservas da Biosfera: territórios sustentáveis, comunidades resilientes shall include the following elements, further developed in Annex I to this Contract and forming an integral part thereof:
  - a) Objectives of the Project;
  - b) Activities and products to be developed;
  - c) Expected schedule of activities;
  - d) Budget by activity and by Partner;
  - e) Fact sheets with the main characteristics of the Project Promoter and each Partner;
  - f) Partnership Agreement between the Project Promoter and its Partners;
  - g) Project Dossier.

## **Clause 2**

### **Obligations of the Programme Operator**

The obligations of SGE are as follows:

- a) Properly carry out its responsibilities, including information, cooperation and payment obligations, and other obligations expressly provided for in this Contract, in accordance with all provisions of the Regulation on the Implementation of EEA FM 2014-2021;
- b) Provide and make available the information and guidelines necessary for the execution of this Contract;
- c) Responsible for ensuring that Project Promoters and their Partners fulfil their information and communication obligations;
- d) Ensure the necessary financing for the execution of this Contract, under the terms of Clause 6.

### **Clause 3**

#### **Rights of the Programme Operator**

At any time and in the manner it deems appropriate, SGE may:

- a) Verify the technical, operational and financial execution of the Contract;
- b) Require the return of unused funds.

### **Clause 4**

#### **Obligations of Beneficiary**

1. Quaternaire Portugal, SA is responsible before the Secretary General for Environment for the coordination and implementation of the Project and for compliance with the proposed objectives, as well as for strict compliance with the conditions of the Contract, in particular with regard to compliance with applicable national and European Union legislation.
2. Quaternaire Portugal, SA is responsible for the implementation of 09\_CALL#3\_ Reservas da Biosfera: territórios sustentáveis, comunidades resilientes. The University of Bergen, Nordhordland Utviklingsselskap IKS and Icelandic National Commission for UNESCO are designated as the Project Partner of the donor country.
3. Quaternaire Portugal, SA is responsible for fulfilling the following responsibilities before the Secretary General for Environment:
  - a) Representation, coordination and communication with other members of the Partnership;
  - b) Submission and prior validation of all documents and information provided for in the Project Contract;
  - c) Reporting any changes of the Promoter or any of the Project Partners, including their names, addresses and legal status;
  - d) Centralisation of all communication exchanges within the Project, in particular with regard to the technical and financial monitoring of the Project;
  - e) Allocation of human, material and computer resources to the execution of 09\_CALL#3\_ Reservas da Biosfera: territórios sustentáveis, comunidades resilientes that are necessary and adequate, without prejudice to the legal or financial limitations to which it is subject;
  - f) Submission to SGE of the schedule for carrying out work and the respective financial programming as well as the Communication Plan;

g) Good organisation of the Project Dossier that includes all the processes of document management, computer science or other, committing to make them available to the entities responsible for supervision, inspection or audit, and ensuring their maintenance until the termination of this Contract and never for a period less than 3 years after December 31, 2024;

h) Presentation, with the signature of the Contract, of the following documents (from Project Promotor and Partner):

- I. VAT status of applicant;
  - II. Declaration of absence of outstanding debts to the tax authorities;
  - III. Declaration of absence of outstanding debts to the social security administration;
  - IV. Bank account dedicated to the Project;
  - V. Term of Responsibility;
- i) Develop, in partnership, the components and actions laid down in the following numbers.
1. Collection and organization of information related to the nomination of all Biosphere Reserves (BR)
  2. Survey of existing BR action plans, objectives and priorities.
  3. Framing the geostrategic context of BR in existing UNESCO BR networks
  4. History of BR
  5. Elaboration of a database management plan: FAIR data - open access
  6. Auscultation / Perception and identification of heritage
  7. Development of the Sustainable Development Plan (SDP) concept for BR
  8. Development of the participatory planning methodology for the SDP
  9. Consultation and validation of the methodological structure for the SDP
  10. Digital Infrastructure - distributed management model
  11. Digital Infrastructure - Biosphere Reserves website
  12. Digital infrastructure - Indicators management dashboard
  13. Digital Infrastructure - Research Data Catalogue
  14. Digital guides to cultural and natural heritage of the Biosphere Reserves
  15. Mapping the BR ecosystem diversity
  16. Identification of potential Ecosystem Services (ES) associated with ecosystems
  17. Analysis of the dynamics of the socio-economic sector
  18. Identification of key actors in the socio-economic sector in the BR
  19. Identification of existing R&DT, innovation and entrepreneurship best practices aligned with



sustainable development

20. Identification of priorities and projects in the areas of development and sustainability
21. Selection of key ES for the sustainable development of BR
22. Selection of indicators and development of methodology for assessing the condition / status of ES
23. ES condition / status assessment
24. ES valuation proposal (add value)
25. ES valuation (assigning value) and its interconnection with the associated economic sectors - pilot action
26. Mapping BR ES
27. Proposal of management and conservation measures for BR and ES optimization"
28. ES modelling to assess the effectiveness of management and conservation measures
29. Use of key ES in mitigation and adaptation to climate change in BR - pilot action
30. ES Sustainable Management Manual for BR
31. Elaboration and participative discussion of the Sustainable Development Plans (SDP) of each BR
32. SDP public presentations and discussions
33. Revision and editing of the final versions of the SDP
34. Selection of 11 pilot actions
35. Tourism "Script" for the Portuguese Biosphere Reserves - pilot action
36. Memories and identities - systematic record of memories
37. Creation of memory and community spaces - pilot action
38. Network of Biosphere Reserves shops and virtual store - pilot action
39. Benchmarking analysis of Sustainable Development (SD) indicators used in UNESCO's RB networks
40. Architecture of SDP indicators and monitoring system
41. Consultation and validation of the SDP indicators and monitoring system
42. Training of BR management teams and other stakeholders in the domain of the SDP Indicators and monitoring System
43. Citizen Science for sustainable BR - pilot action
44. Creation of the sustainable development barometer for Portuguese Biosphere Reserves
45. Sustainability certification framework - Portuguese Biosphere Reserves
46. Assessment of training needs that will support the training planning
47. Governance skills reinforcement program for BR managers, partners and local agents

48. Training in planning and participatory methodologies for BR managers regarding the implementation of the SDP
49. Training associated with the implementation of pilot actions
50. Training of local teams to support economic initiatives and funding opportunities
51. Capacitation of local BR decision makers in implementing the Sustainable Management Plans
52. Technical workshop on ecosystem services
53. Virtual incubation program in Portuguese Biosphere Reserves - pilot action
54. Program of visits and transfer of experiences between Portuguese BR and donor countries
55. Final project seminar
56. Marketing Strategy Development
57. Communication Plan Design
58. Strategy and Brand Identity (Tone, Signature and Communication Messages, Logo and Brandbook)
59. Generic Creative Development
60. Creative development of digital communication
61. Productions and promotional materials - Offline
62. Productions and promotional materials - Online
63. Productions and promotional materials - Audiovisual materials
64. Brand Activations
65. Public Relations
66. Media Strategy and Planning
67. Media Strategy and Planning - Press
68. Media Strategy and Planning - Radio
69. Media Strategy and Planning - Digital
70. Culture and Education Agenda
71. Development of Awareness Plan for different audiences
72. Local project presentation sessions in each Biosphere reserve including awareness and demonstration actions involving local partners
73. ES awareness actions
74. Planning of the National Biosphere Olympics
75. Communication and dissemination of the BR Olympics
76. BR Olympics
77. Design and organization of Biosphere Reserve Festivals

78. BioKeepers - Club of Friends and caregivers of BR

79. Atlas of Portuguese Biosphere reserves

80. Knowledge extension

81. Itinerant exhibition

- j) Preparation and sending to SGE the interim (every 4 months) and the Final Report of technical, operational and financial execution of this Contract;
- k) Transfêr and management of financial flows to Project Partners;
- l) Return of unused funds by 30 April 2024.

## **Clause 5**

### **Contract monitoring and evaluation**

1. The Secretary General for Environment shall carry out checks on the administrative, financial, technical and physical aspects of 09\_CALL#3\_ Reservas da Biosfera: territórios sustentáveis, comunidades resilientes.
2. The checks certify the veracity of the expenditures declared, the supply of the products or services in accordance with the approval decision, the accuracy of the applications for advances and reimbursement by the Project Promoter and the compliance of the Projects' operations and expenditures with the rules of the Financial Regulation (EEA FM 2014-2021), the European Union and Portuguese legislation.
3. The checks shall include procedures to avoid double funding of expenditure with other Community or national schemes and with other programming periods.
4. SGE is responsible for evaluating the execution of this Contract.
5. Whenever any scheduled task or activity is not performed, the SGE reserves the right to suspend the next funds transfer and to request the amounts that have already been paid.

## **Clause 6**

### **Term and financing**

1. Implementation of the Project will start on 12/11/2020 and ends on 11/05/2023, as set out in the Technical Specifications attached to this Contract in Annex I (points a) to g)).

2. The payment flows to the Second Party shall be made in the form of advances, interim payments and payment of the final balance, accordingly to Article 34 of 'Applicants Guide for Financing of Projects Supported by Environment, Climate Change and Low Carbon Economy Programme'.
3. The Second Party may request an advance, which must not exceed 10% of the total amount of the grant, justified by liquidity needs. Exceptionally, and in duly justified cases, this percentage may be increased to a maximum of 25%. The payment advance must be made within 20 working days of signing the project contract. The advance will be deducted from subsequent interim payment applications.
4. Interim payments will be made to the Second Party after approval of the payment application, which must be supported and formalised by the completion of a separate form, to be made available on the electronic portal of the First Party.
5. The total cost of the Project is €2,198,666.46 for a financing grant rate of 100% and a maximum grant amount of €2,200,000.00. The remaining of the expenses must be provided by the Project Promoter.
6. The costs resulting from the implementation of this Contract are funded by SGE at a maximum grant amount of €2,198,666.46, corresponding to 100% of the total eligible expenditure of the Project such as:
  - a) € 1,868,866.49 (85% Financing Source 282 – EEA Grants);
  - b) € 329,799.97 (15% General Revenue Financing Source 157).
7. The costs resulting from the implementation of this Contract are distributed by the following years:
  - 7.1 In 2020, up to € 439,733.29 (20% of maximum grant amount), with the delivery of:
    - a) Activity: 56\_Marketing Strategy Development; Verification Source: Strategy Report of Marketin
  - 7.2. In 2021, up to € 769,533.26 (35% of maximum grant amount), with the delivery of:
    - a) Activity: 1\_Collection and organization of information related to the nomination of all Biosphere Reserves (BR); Verification Source: Diagnostic Report
    - b) Activity: 2\_Collection and organization of information related to the nomination of all Biosphere Reserves (BR); Verification Source: Diagnostic Report
    - c) Activity: 3\_ Framing the geostrategic context of BR in existing UNESCO BR networks; Verification Source: Geostrategic Context Report
    - d) Activity: 5\_ Elaboration of a database management plan: FAIR data - open access; Verification Source: Website
    - e) Activity: 6\_ Auscultation / Perception and identification of heritage; Verification Source: Analysis Report
    - f) Activity: 7\_ Development of the Sustainable Development Plan (SDP) concept for BR; Verification Source: Report on the Concept of SDPs

- g) Activity: 8\_ Development of the participatory planning methodology for the SDP; Verification Source: Participatory Model Report
- h) Activity: 9\_ Consultation and validation of the methodological structure for the SDP; Verification Source: Report on the Structure of the SDPs
- i) Activity: 10\_ Digital Infrastructure - distributed management model; Verification Source: Guidance Report/Handbook of procedures
- j) Activity: 15\_ Mapping the BR ecosystem diversity; Verification Source: Activity Report / Website
- k) Activity: 16\_ Identification of potential Ecosystem Services (ES) associated with ecosystems; Verification Source: Activity Report
- l) Activity: 17\_ Analysis of the dynamics of the socio-economic sector; Verification Source: Diagnostic Report
- m) Activity: 18\_ Identification of key actors in the socio-economic sector in the BR; Verification Source: Diagnostic Report
- n) Activity: 19\_ Identification of existing R&DT, Innovation and entrepreneurship best practices aligned with sustainable development; Verification Source: Diagnostic Report
- o) Activity: 20\_ Identification of priorities and projects in the areas of development and sustainability; Verification Source: Diagnostic Report
- p) Activity: 21\_ Selection of key ES for the sustainable development of BR; Verification Source: Activity Report
- q) Activity: 22\_ Selection of indicators and development of methodology for assessing the condition / status of ES; Verification Source: Activity Report
- r) Activity: 34\_ Selection of 11 pilot actions; Verification Source: Pilot actions implemented
- s) Activity: 36\_ Memories and identities - systematic record of memories; Verification Source: Website
- t) Activity: 46\_ Assessment of training needs that will support the training planning; Verification Source: Diagnostic Report
- u) Activity: 57\_ Communication Plan Design; Verification Source: Plan of Communication
- v) Activity: 58\_ Strategy and Brand Identity (Tone, Signature and Communication Messages, Logo and Brandbook); Verification Source: Handbook of Corporate Identity
- w) Activity: 59\_ Generic Creative Development; Verification Source: Final Arts
- x) Activity: 60\_ Creative development of digital communication; Verification Source: Final Arts
- y) Activity: 61\_ Productions and promotional materials - Offline; Verification Source: Manual; Book
- z) Activity: 62\_ Productions and promotional materials - Online; Verification Source: Website, Maps, Guidebooks, Contests
- aa) Activity: 71\_ Development of Awareness Plan for different audiences; Verification Source: Awareness-raising Plan Report

- bb) Activity: 72\_ Local project presentation sessions in each Biosphere reserve including awareness and demonstration actions involving local partners; Verification Source: Presence sheets in the sessions held in each of the 11 BRs; Session clipping dossier
- cc) Activity: 74\_ Planning of the National Biosphere Olympics; Verification Source: Enrolment of pupils and schools
- dd) Activity: 75\_ Communication and dissemination of the BR Olympics; Verification Source: Project Website: refer to the specific "area" of the Olympiad; Registrations made

7.3. In 2022, up to € 659,599.94 (30% of maximum grant amount), with the delivery of:

- a) Activity: 4\_ History of BR; Verification Source: Activity Report
- b) Activity: 23\_ ES condition / status assessment; Verification Source: Activity Report / Website
- c) Activity: 24\_ ES valuation proposal (add value); Verification Source: Activity Report / Website
- d) Activity: 25\_ ES valuation (assigning value) and its interconnection with the associated economic sectors - pilot action; Verification Source: Activity Report / Website
- e) Activity: 26\_ Mapping BR ES; Verification Source: Activity Report / Website
- f) Activity: 27\_ Proposal of management and conservation measures for BR and ES optimization; Verification Source: Activity Report / Website
- g) Activity: 28\_ Proposal of management and conservation measures for BR and ES optimization; Verification Source: Activity Report / Website
- h) Activity: 29\_ Use of key ES in mitigation and adaptation to climate change in BR - pilot action; Verification Source: Pilot Actions Report
- i) Activity: 31\_ Elaboration and participative discussion of the Sustainable Development Plans (SDP) of each; Verification Source: Report of the SDPs Pre-Proposal
- j) Activity: 32\_ SDP public presentations and discussions; Verification Source: Public Consultation Consideration Report
- k) Activity: 35\_ Tourism "Script" for the Portuguese Biosphere Reserves - pilot action; Verification Source: Tourist Guidebooks
- l) Activity: 38\_ Network of Biosphere Reserves shops and virtual store - pilot action; Verification Source: Project website (Portuguese BR Network)
- m) Activity: 39\_ Benchmarking analysis of Sustainable Development (SD) indicators used in UNESCO's RB networks; Verification Source: DS Indicator System Report
- n) Activity: 40\_ Architecture of SDP indicators and monitoring system; Verification Source: DS Indicator System Report
- o) Activity: 41\_ Consultation and validation of the SDP indicators and monitoring system; Verification Source: DS Indicator System Report
- p) Activity: 43\_ Citizen Science for sustainable BR - pilot action; Verification Source: Activity Report

- q) Activity: 44\_ Creation of the sustainable development barometer for Portuguese Biosphere Reserves; Verification Source: Report of the Barometer for Sustainable Development of BRs
- r) Activity: 47\_ Governance skills reinforcement program for BR managers, partners and local agents; Verification Source: Report on the Training Execution and Certificates Issued
- s) Activity: 48 Training in planning and participatory methodologies for BR managers regarding the implementation of the SDP; Verification Source: Report on the Training Execution and Certificates Issued
- t) Activity: 49 Training associated with the implementation of pilot actions; Verification Source: Presence sheets in the actions carried out
- u) Activity: 50 Training of local teams to support economic initiatives and funding opportunities; Verification Source: Number of persons covered in training
- v) Activity: 53 Virtual incubation program in Portuguese Biosphere Reserves - pilot action; Verification Source: Number of persons covered in training
- w) Activity: 63 Productions and promotional materials - Audiovisual materials; Verification Source: Documentaries; Reportages, Radio Spots
- x) Activity: 70 Culture and Education Agenda; Verification Source: Agenda available online
- y) Activity: 76 BR Olympics; Verification Source: Project Website: refer to specific "area" of the Olympiads; Clipping Dossier of news about the event
- z) Activity: 77 Design and organization of Biosphere Reserve Festivals; Verification Source: Report of the 1st edition of the Network of Arts and Culture Festivals of Portugal's Biosphere Reserves, with an event in the Azores, one in Madeira and one in the Mainland; Event Clipping Dossier
- aa) Activity: 78 BioKeepers - Club of Friends and caregivers of BR; Verification Source: Activity Report
- bb) Activity: 80 Knowledge extension; Verification Source: Activity Report

**7.4. In 2023, up to € 329,799.97 (15% of maximum grant amount), with the delivery of:**

- a) Activity: 11\_ Digital Infrastructure - Biosphere Reserves website; Verification Source: Website
- b) Activity: 12\_ Digital infrastructure - Indicators management dashboard; Verification Source: Website
- c) Activity: 13\_ Digital Infrastructure - Research Data Catalogue; Verification Source: Website
- d) Activity: 14\_ Digital guides to cultural and natural heritage of the Biosphere Reserves; Verification Source: Website or Activity Report
- e) Activity: 30\_ ES Sustainable Management Manual for BR; Verification Source: Manual on the sustainable management of ES and endogenous resources in BRs
- f) Activity: 33\_ Revision and editing of the final versions of the SDP; Verification Source: Sustainable Development Plan



- g) Activity: 37\_ Creation of memory and community spaces - pilot action; Verification Source: Activity Report
- h) Activity: 42\_ Training of BR management teams and other stakeholders in the domain of the SDP Indicators and monitoring System; Verification Source: Report on the Training Execution and Certificates Issued
- i) Activity: 45\_ Sustainability certification framework - Portuguese Biosphere Reserves; Verification Source: Normative Reference Report and Good Practice Manuals
- j) Activity: 51\_ Capacitation of local BR decision makers in implementing the Sustainable Management Plans; Verification Source: Activity Report
- k) Activity: 52\_ Technical workshop on ecosystem services; Verification Source: Activity Report / Website
- l) Activity: 54\_ Program of visits and transfer of experiences between Portuguese BR and donor countries; Verification Source: Visits Report
- m) Activity: 55\_ Final project seminar; Verification Source: Holding of events; Regulation edition
- n) Activity: 64\_ Brand Activations; Verification Source: Final Arts
- o) Activity: 65\_ Public Relations; Verification Source: Contact log
- p) Activity: 66\_ Media Strategy and Planning; Verification Source: Media Strategy
- q) Activity: 67\_ Media Strategy and Planning - Press; Verification Source: Report
- r) Activity: 68\_ Media Strategy and Planning - Radio; Verification Source: Report
- s) Activity: 69\_ Media Strategy and Planning - Digital; Verification Source: Report
- t) Activity: 73\_ ES awareness actions; Verification Source: Presence sheets in the sessions held in each of the 11 BRs; Session clipping dossier
- u) Activity: 79\_ Atlas of Portuguese Biosphere reserves; Verification Source: Portal and books
- v) Activity: 81\_ Itinerant exhibition; Verification Source: Activity Report

7.5. 10% of maximum grant amount (€219,866.65) will be delivered up to 30 days after the presentation of the final report of the Project.

8. The expenditure submitted shall include three budgets per invoice presented to ensure the reasonableness of the expenditure. In the case of public entities or subject to the Law of Public Procurement Code, all documents relating to the procurement process shall be included.

9. All invoices shall mention the number of commitment and reference of the Project, as well as the Cost Center 2020 which is, in this Contract, 4253400005Call#3 Reservas Biosfera.

10. All expenses submitted by the Promoter must include the supervision of Statutory Auditors.

11. The Project Promoter shall ensure the existence of a specific accounting system or appropriate accounting code enabling the individualization of all records and transactions associated with the Project. In the case of a revenue-generating Project, they shall include additional obligations.



12. If the Beneficiary does not carry out the activities and/or Projects provided for in this Contract, it must reimburse all the amounts already transferred to the Promotor in the terms of the Project, within a maximum of 30 days after notification to SGE for this purpose, with such repayment occurring no later than 30 April 2024.

## **Clause 7**

### **Duty of confidentiality**

1. All information resulting from the development of the Partnership resulting from this Contract is of a confidential nature and may only be used for the purposes for which it is intended and may not be disclosed to third Parties.
2. The Partner entities shall ensure that their employees respect the confidentiality obligation set out in the previous paragraph.

## **Clause 8**

### **Contract amendment**

1. Any change to be made to this Contract in the course of its execution or extension shall be subject to prior agreement between the Parties and converted into an addendum, which will only be valid after approval by the governing bodies of all entities.
2. Any extension of the execution period may not exceed 130 calendar days.
3. Any change that may be introduced in this Contract, under the terms of the previous paragraph, and that respects any of its clauses, is considered automatically integrated in the original text.

## **Clause 9**

### **Contract termination**

1. Either Party is granted the right to terminate this Contract, if it has been established by one of the Parties that there has been a repeated breach of the obligations contained in this Contract.
2. In case of non-compliance by the second Party, SGE may demand the total or partial repayment of the transferred funds.
3. Non-compliance factors shall not be those resulting from unforeseeable circumstances or force majeure.

## **Clause 10**

### **Unforeseeable circumstances or force majeure**

1. Neither Party shall incur liability if, by unforeseeable circumstances or force majeure or, it is prevented from fulfilling the obligations assumed under the Contract.
2. Unforeseeable circumstances or force majeure means any unforeseeable and exceptional situation or event beyond the control of the Parties and which is not due to the fault or negligence of any of them.
3. The Party invoking unforeseeable circumstances or force majeure shall communicate and justify such situations to the other Party and shall inform the other Party of the foreseeable period for restoring the situation, which cannot exceed a 3 months renewable period subject to a previous assessment carried out by the Programme Operator.
4. Force majeure determines the extension of the time limits for performance of Contractual obligations affected by the period demonstrably corresponding to the impediment resulting from force majeure.
5. The occurrence of unforeseeable circumstances or force majeure shall be deemed to be public knowledge if the event referred to in paragraph 2 is a known fact, and as such shall be considered to constitute general knowledge, and if the impossibility of carrying out the act within the time limit is foreseeable.

## **Clause 11**

### **Communications and notifications**

1. Communications and notifications between the Parties shall be made electronically to the following contacts:
  - a) All correspondence relating to the implementation of the Environment, Climate Change and Low Carbon Economy Programme should be sent in digital form using the following email address: [ambiente.eeagrants@sgambiente.gov.pt](mailto:ambiente.eeagrants@sgambiente.gov.pt).
  - b) PROJECT PROMOTOR: (geral@quaternaire.pt and elisab@quaternaire.pt).
2. Any change to the contact information referred to in the previous paragraph shall be communicated to the other Party within 5 working days.

## **Clause 12**

### **Doubts concerning the interpretation and execution of this Contract**

Both Parties agree to pool their efforts and resources so that any doubts related to the interpretation and execution of this Contract may be resolved by consensus and in the shortest possible time.

## **Clause 13**

### **Guiding principles and applicable regulation**

All that has been omitted by the present Contract shall be governed by the provisions of the Regulation on the implementation of the European Economic Area Financial Mechanism (EEAFM 2014-2021 Regulation), along with those of applicable EU and national norms, including the provisions of environmental legislation, public Contracting legislation and legislation on State aid, as well as those included on the '*GUIDE FOR APPLICANTS TO THE FINANCING OF ENVIRONMENT, CLIMATE CHANGE AND LOW CARBON ECONOMY PROJECTS*', which defines the general conditions of access to funding for the Environment, Climate Change and Low Carbon Economy program, available on the following link <https://www.eeagrants.gov.pt/en/programmes/environment/documents/>.

## **Clause 14**

### **Jurisdiction**

The Parties agree to resolve any dispute arising from the application of this Contract exclusively before the Administrative District Court of Lisbon.

## **Clause 15**

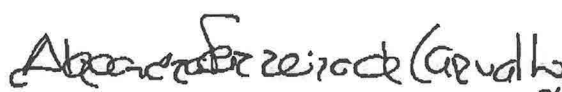
### **Effective date and duration**

The Contract takes effect on the date of its signature and shall be in force for a period of 30 (thirty) months.

This Contract, which will be signed and initialled by both Parties, is executed in two counterparts, both of which are valid as originals, with one to be retained by each of the Parties.

Lisbon, 24 November, 2020.

First Party

  
24/11/2020

Maria Alexandra Martins Ferreira de Carvalho

Alexandra Carvalho  
Secretária Geral

Second Party

Assinado por: MARIA ELISA PEREZ DA SILVA  
BABO  
Num. de Identificação Civil: B1034517383  
Data: 2020.11.05 14:10:35 Hora padrão de GMT



CARTÃO DE CIDADÃO

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## Annex I

### 09\_CALL#3\_ Reservas da Biosfera: territórios sustentáveis, comunidades resilientes

#### a) Objectives of the Project

The main objective of the Project is to value the territories of the Biosphere Reserves as living sustainability laboratories, promoting the quality of life of their inhabitants, particularly in the Portuguese context, and, simultaneously, to increase their visibility, knowledge and management capacity through Instruments that promote the affirmation/ praise/ acknowledgement and identity of the 11 territories classified as Biosphere Reserves in Portugal.

#### b) Activities and products to be developed

File "09\_call#3\_Contract\_Annex I" – Sheet 'Indicators'

#### c) Expected schedule of activities

File "09\_call#3\_Contract\_Annex I" – Sheet 'Schedule'

#### d) Budget by activity and by Partner

File "09\_call#3\_Contract\_Annex I" – Sheet 'Budget'

#### e) Fact sheets with the main characteristics of the Project Promoter and each Partner

##### Project Promoter:

Name: Quaternaire Portugal – Consultoria para o Desenvolvimento, SA  
Abbreviated name: Quaternaire Portugal, SA  
Postal address: Rua Tomás Ribeiro, 412 – 2ª / 4450-295 Matosinhos, Portugal  
Registered Office: Rua Tomás Ribeiro, 412 – 2ª / 4450-295 Matosinhos, Portugal  
Phone: (00351) 229 399 150  
Email: geral@quaternaire.pt  
Website: www.quaternaire.pt  
N.I.F.: 502 503 661  
Legal status: Private Limited Company  
Legal Representative: Maria Elisa Pérez da Silva Babo  
Contact person: Maria Elisa Pérez da Silva Babo  
Contact person's email address: elisab@quaternaire.pt

**Department:** Board of Director

**Mission:** Ensure the overall management of the project and its technical coordination, as well as national and international cooperation, being also responsible for the areas of capacity building and the socio-economic system

**Role to play in the Project:** Develop the activities associated with the areas of the role's responsibility, with particular emphasis on the pilot actions "BR shop network and virtual shop" and "PBR Tourist Itineraries" (actions: 1, 2, 3, 7, 8, 9, 17, 20, 31, 32, 33, 34, 35, 38, 39, 40, 41, 42, 44, 45, 46, 47, 48, 49, 54, 55, 71, 72 e 77), participate in activities related to listening, information provision and promotion of the Project (actions: 4, 5, 6, 10, 11, 12, 13, 61, 62, 63, 64, 65, 66, 67, 68 e 69), in addition to the role of governance and boosting of the Project.

**Experiences relevant to the Project:** QP is a company with solid experience in consulting and project coordination, mostly in Portugal (Central, Regional and Local Administration and institutions, sectoral or territorial based), which also has international experience (Europe, Africa, Asia). Over its 30 years, the company consolidated a set of methodologies in the areas of planning and socio-economic and territorial development, employment and skills, projects and program evaluation (with special relevance in the context of the Funds) stand out. European Structural Funds).

QP has a permanent team of around 20 specialized consultants, with diverse academic backgrounds (economics, architecture, urbanism, landscaping, sociology, anthropology, geography, management and public administration, among others), which allows the development of holistic approaches in the domains of territory and environment (planning, planning and management, environment, ecology, landscape, conservation and sustainable use of natural resources), socio-economic development (innovation, tourism, culture and creativity, social economy), training, public management and governance (education and training, formulation of public policy strategies and instruments, institutional cooperation, evaluation and monitoring of projects and policies).

Within its multifaceted experience, the company coordinated several territorial planning plans (in the various categories of territorial management instruments); municipal and regional strategic plans; plans and projects for the valorisation of endogenous resources, particularly cultural and natural assets (including UNESCO Lists processes), sometimes with a focus on tourism promotion; assessment studies on training needs in the territorial context; training and capacity building programs. The diversity of planning plans carried out throughout the Portuguese territory, the Mainland and the Islands, and the recent elaboration of action plans for the Biosphere Reserves (RB) of the Autonomous Region of the Azores must be underlined. Within the scope of this project, QP brings together a multidisciplinary team, with experience and knowledge appropriate to the requirements and challenges of the BR and the MAB Program, which is complemented by the technical and scientific skills of the partners. Technical-scientific coordination will be ensured by Dr. António Abreu, a biologist, with extensive experience in the field of BR and the UNESCO MAB Program, having been, as a senior UNESCO official, responsible for the management of the MAB Program and its World Network. As an expert, he coordinated BR applications, in Portugal and internationally, carried out assessment work, training managers and drafting management plans.

**Partners:**

**Name:** Universidade de Coimbra

**Abbreviated name:** UC

**Postal address:** Paço das Escolas / 3004-531 Coimbra, Portugal

**Registered Office:** Paço das Escolas / 3004-531 Coimbra, Portugal

**Phone:** (00351) 239 859 810

**Email:** dapi@uc.pt

**Website:** <https://www.uc.pt/>

**N.I.F.:** 501 617 582

**Legal status:** Public Entity

Programme Environment, Climate Change and Low Carbon Economy

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**Legal Representative:** Cláudia Margarida Gonçalves Cavadas

**Contact person:** Helena Maria de Oliveira Freitas

**Contact person's email address:** hfreitas@uc.pt

**Department:** Department of Life Sciences of Faculty of Sciences and Technology of University of Coimbra

**Mission:** Head of ecosystem services thematic area

**Role to play in the Project:** Develop activities related to the area of the role's responsibility, with particular emphasis on the pilot actions "Valuation of ES (attribute value) and its interconnection with associated economic sectors" and "Use of key ES in mitigation and adaptation to climate change in BR" (actions: 15, 16, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 34, 51, 52, 54, 73 and 79) and participate in the pilot action "PBR Tourist Itineraries" and activities related to education, training, cooperation, listening, information provision and promotion of the Project (actions: 1, 2, 4, 5, 6, 7, 8, 10, 11, 12, 13, 20, 35, 40, 41, 42, 45, 46, 47, 48, 49, 55, 61, 62, 63, 64, 65, 66, 67, 68, 69, 72 e 77).

**Experiences relevant to the Project:** The University of Coimbra is a university institution created in 1290, and its fundamental pillars are teaching, research and the transfer of knowledge. The University of Coimbra has been part of the UNESCO World Heritage Site "University of Coimbra, Alta and Sofia" since 2013 and integrates several UNESCO initiatives, namely with the UNESCO Chair on Biodiversity and Conservation for Sustainable Development, in the field of Natural Sciences (2013). The main objective of this Chair is to implement and support an integrated platform for research, training, information and communication of science in the fields of biodiversity, ecology, conservation and sustainable use of biological resources, focusing on Portuguese-speaking countries. This Chair has the scientific expertise and institutional framework of the Centre for Functional Ecology (CFE) of the University of Coimbra and its researchers, an R&D unit that confers the technical, scientific and logical solidity to ensure active participation in the technical and scientific monitoring of plans for sustainable development of the Portuguese Biosphere Reserves Network and the evaluation of ecosystem services. CFE is composed of researchers from all fields of ecology, integrating knowledge from genes to biomes with the aim of studying the mechanisms responsible for maintaining biodiversity and for the composition, structure and functioning of biological communities and ecosystems. CFE has a strong commitment to knowledge transfer to the general public as well as the productive sector, with an emphasis on the sustainability of local territories and communities. With ecology in its scientific matrix, producing knowledge in the areas of global change, water and food management, ocean protection, biodiversity, ecosystem services, among others, CFE researchers are encouraged to make a greater commitment to sustainable development, in a concerted, transdisciplinary, transnational and translational vision, supported by knowledge sharing and open science, and fully incorporating the United Nations Development Agenda 2030.

UC and CFE have extensive and long experience not only in national projects, but also in European and international projects (such as Horizon 2020; Biodiversa, Erasmus+, European Research Fund for Coal and Steel, African Union), and assume as a joint mission to continue pushing the boundaries of knowledge in all areas of Ecology and its interfaces with technology and society in a permanent commitment to produce a true Science for People and for the Planet. The CFE-UC team is coordinated by Professor Helena Freitas, professor in the area of Biodiversity and Ecology at the University of Coimbra, holder of the UNESCO Chair in Biodiversity and Conservation for Sustainable Development, and coordinator of the Centre for Functional Ecology. Professor Helena Freitas is a member of the Mission Board of the European Commission for Climate Change Adaptation, including Societal Transformation) and is Portugal's Focal Point for IPBES (Intergovernmental Platform for Biodiversity and Ecosystem Services).

**Name:** Universidade Nova de Lisboa – Faculdade de Ciências Sociais e Humanas

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**Abbreviated name:** UNL - FCSH

**Postal address:** Campus de Campolide / 1099-085 Lisboa, Portugal

**Registered Office:** Campus de Campolide / 1099-085 Lisboa, Portugal

**Phone:** (00351) 217 908 300

**Email:** dal@fcsn.unl.pt

**Website:** <https://www.unl.pt>

**N.I.F.:** 501 559 094

**Legal status:** Public foundation under private law

**Legal Representative:** João de Deus Santos Sâagua

**Contact person:** Fernanda Rollo

**Contact person's email address:** fernandarollo@fernanda-rollo.me

**Department:** NOVA FCSH

**Mission:** Head of memories and identity thematic area, as well as the digital platform

**Role to play in the Project:** Develop the activities associated with the areas of the role's responsibility, with particular emphasis on the pilot actions "Memories and Identities", "Creation of memory spaces and community" and "Citizen Science for sustainable BRs" (actions: 4, 5, 6, 7, 8, 10, 11, 12, 13, 14, 34, 36, 37, 43, 70, 79 e 81) and participate in the pilot action "PBR Tourist Itineraries" and activities related to training, communication, awareness-raising, listening, information provision and promotion of the Project (actions: 1, 2, 20, 35, 40, 41, 42, 45, 46, 47, 48, 49, 55, 61, 62, 63, 64, 65, 66, 67, 68, 69, 72 e 77).

**Experiences relevant to the Project:** Universidade NOVA de Lisboa (NOVA) is one of the three public Universities located at Lisbon and it is the best ranked Portuguese university in the 'QS Ranking 50 under 50' (41th place). The university includes, besides the Rectorate: one school of public health, three institutes, and five schools, including NOVA School of Social Sciences and Humanities (NOVA FCSH), which will host this project. NOVA FCSH develops cutting-edge research in a wide range of scientific areas within its 16 units of Research and Development, including the Institute of Contemporary History (IHC), the research unit hosting the current proposal.

NOVA FCSH's experience in the areas of History and Digital Humanities includes the participation in the following initiatives and research projects:

1. Coordination of the research project "Memory for all"
2. Host of the UNESCO Chair on Oceans' Cultural Heritage
3. Coordination of the project Laboratório de História
4. Host of the Digital Humanities Lab (DH\_Lab)
5. Coordination of the project L3 - Lisboa Laboratório Comum de Aprendizagem
6. Participation in the H2020 project DESIR - DARIAH ERIC Sustainability Refined
7. Participation in the Erasmus project Living Rivers - Caring and protecting the life and culture around rivers and streams
8. Participation in the project MemoriaMedia "e-Museu do Património Cultural Imaterial"

NOVA FCSH research teams are composed of around 2 000 senior and junior researchers. Some of the latter are carrying out their own PhD research within the framework of the institution's broader projects.

NOVA FCSH provides access to ROSSIO, infrastructure for Social Sciences, Arts and Humanities (SSAH) for the dissemination of digital content, providing a distinctive set of sources and resources representing the richness and diversity of the history, society and Portuguese cultural heritage. There are currently over 80 basic and applied research projects ongoing in NOVA FCSH, funded by several national and international programmes (e.g. Marie Curie Actions, ERC, H2020 Societal Challenges, ERASMUS+) and by several other public and private institutions (e.g. Santander Totta, Gulbenkian Foundation).

**Name:** PC&A - Consultores de Marketing Estratégico

Programme Environment, Climate Change and Low Carbon Economy

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**Abbreviated name:** PC&A

**Postal address:** Rua do Poço 155, 1º / 2645-536 Alcabideche, Portugal

**Registered Office:** Rua do Poço 155, 1º / 2645-536 Alcabideche, Portugal

**Phone:** (00351) 937 243 208

**Email:** pceleste@pca.mail.pt

**Website:** pca-marketing.com

**N.I.F.:** 503 453 048

**Legal status:** Private Limited Company

**Legal Representative:** Pedro Manuel Amador Rodrigues Celeste

**Contact person:** Pedro Celeste

**Contact person's email address:** pceleste@pca.mail.pt

**Department:** CEO

**Mission:** Head of communication, marketing and promotion

**Role to play in the Project:** Develop the activities associated with the areas of the role's responsibility (actions: 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 68 e 69) and participate in the pilot action "PBR Tourist Itineraries" and in activities related to training, awareness-raising, listening and providing information on the Project (actions: 1, 2, 4, 5, 6, 7, 8, 10, 11, 12, 13, 20, 35, 40, 41, 42, 45, 46, 47, 48, 49, 55, 72 e 77).

**Experiences relevant to the Project:** PC&A – Consultores de Marketing Estratégico, Lda is a company specialised in the principles of commercial and marketing strategies. Equipped with an integrated set of its own methodologies, capable of capturing the global reality of companies and supporting proposals for action in the various aspects of Strategic Marketing and Commercial Management in the Business-to-Business (B2B) and Business-to-Consumer (B2C) markets, supporting and advising in the strategic orientation of companies and brand. In particular, PC&A specialises in the development of business solutions in the areas of Consulting, Coaching, Research and Training, in a logic of integrated projects aimed at optimising results. The most representative area of the company's activity is Consulting, where it has developed experience in 2 areas:

1. **Brand Strategy** - PC&A helps companies define their brand strategies by creating and developing a Brand Identity role to ensure a visual response to their positioning or new brand projects.
2. **Marketing Planning** - PC&A works with its clients to create or improve their Marketing Planning and Communication Plan

Currently, PC&A includes in its portfolio of clients a very diverse range of companies operating in different areas of activities. The PC&A team is coordinated by Professor Pedro Celeste who, since 1996, works as a consultant in strategic marketing in the national, European and African context, and currently directs PC&A, being the coordinator of most of the projects mentioned above. With a Doctorate in Management and Marketing, from the Complutense University of Madrid, he is Associate Professor at the Católica Lisbon School of Business & Economics, an institution that has consistently been acclaimed as one of the best Management Schools in Europe, where he leads several executive education programmes, combining a training and consulting experience for some of the most important national companies. In addition, he is also a regular speaker at conferences and seminars and has participated in more than 80 business and NGO initiatives.

**Name:** Instituto Pedro Nunes, Associação para a Inovação e Desenvolvimento em Ciência e Tecnologia

**Abbreviated name:** IPN

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Postal address: Rua Pedro Nunes / 3030 - 199 Coimbra, Portugal

Registered Office: Rua Pedro Nunes / 3030 - 199 Coimbra, Portugal

Phone: (00351) 239 700 300 / 239 700 962

Email: info@ipn.pt

Website: www.ipn.pt

N.I.F.: 502 790 610

Legal status: Private non-profit institution

Legal Representative: Maria Teresa Ferreira Soares Mendes; Fernando Amílcar Bandeira Cardoso

Contact person: Carlos Cerqueira

Contact person's email address: cerqueira@ipn.pt

Department: Knowledge Valorization and Innovation Department

Mission: Head of innovation and entrepreneurship thematic area

**Role to play in the Project:** Develop the activities associated with the areas of the role's responsibility, with particular emphasis on the pilot action "Virtual incubation programme in Portuguese BRs" (actions: 18, 19, 50 e 53) and participate in the pilot action "PBR Tourist Itineraries" and activities related to education, training, listening, information provision and promotion of the Project (actions: 1, 2, 4, 5, 6, 7, 8, 10, 11, 12, 13, 20, 35, 40, 41, 42, 45, 46, 47, 48, 49, 55, 72 e 77).

**Experiences relevant to the Project:** Instituto Pedro Nunes (IPN) is a private non-profit institution that aims to promote the transfer of innovation and technology, establishing the link between the scientific and technological environment and the productive fabric. Created as an initiative of the University of Coimbra (UC) in 1991, it develops its activities on three fronts that reinforce and complement each other:

1. Research and technological development
2. Incubation and acceleration of technology-based enterprises
3. Specialised training

IPN provides the business environment with multidisciplinary support in the creation of innovative products and processes, which involves technological development, search for sources of funding, support in intellectual property (IP) issues, development of the business plan, support in matters such as management, marketing, quality or access to international markets. The IPN team is coordinated by Carlos Cerqueira, Director of VCI, Department for the Valorisation of Knowledge and Innovation of IPN. In recent years, he has been responsible for coordinating more than ten technology transfer projects and supporting technology-based entrepreneurship, especially projects in the area of innovation, such as the GAPI3 network, which brings together the main Portuguese universities. Currently, he is Director of ESA Space Solutions Centre Portugal, which includes the European Space Agency Incubation Centre (ESA), Broker of Technology Transfer and ARTES Ambassador Platform. He is also the founder and coordinator of the INEO START acceleration programme, which since 2010 has brought together more than 80 startups and about 1000 participants, including participants, mentors and staff (<http://start.ineo.pt/>). At the same time, he teaches at the Faculty of Sciences and Technology of the University of Coimbra (FCTUC), as Visiting Professor, in Management and Innovation Processes, of the Bachelor degree in Computer Engineering. He also collaborates with the Faculty of Economics of the University of Coimbra, in the Master's Degree in Social Intervention, Innovation and Entrepreneurship, Master's Degree in Marketing and MBA in Marketing.

Name: Ordem dos Biólogos

Abbreviated name: Obio

Programme Environment, Climate Change and Low Carbon Economy

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Postal address: Rua Cidade de Rabat, 38 – r/c / 1500 – 164 Lisboa, Portugal

Registered Office: Rua Cidade de Rabat, 38 – r/c / 1500 – 164 Lisboa, Portugal

Phone: (00351) 218 401 878

Email: sede.nacional@ordembilogos.pt

Website: <http://ordembilogos.pt/>

N.I.F.: 501 835 601

Legal status: Public Professional Association

Legal Representative: José António dos Santos Pereira de Matos

Contact person: José António dos Santos Pereira de Matos

Contact person's email address: jose.matos@ordembilogos.pt

Department:

Mission: Co-Head of awareness-raising

**Role to play in the Project:** Develop the activities associated with the area of the role's responsibility, with particular emphasis on holding the BR Olympiads (actions: 74, 75 and 76) and participate in the pilot action "PBR Tourist Itineraries" and in activities related to involvement, mobilisation and participatory methodologies, listening and provision of information on the Project (actions: 1, 2, 4, 5, 6, 7, 8, 10, 11, 12, 13, 20, 35, 40, 41, 42, 45, 46, 47, 48, 49, 55, 61, 62, 63, 64, 65, 66, 67, 68, 69, 72 e 77).

**Experiences relevant to the Project:** The Portuguese Biologists Association is the professional public association of those who practice their profession as a biologist, with a title conferred by the Association. It is a legal person governed by public law and is subject to a regime of public law in the performance of its public tasks. The Association has legal personality and enjoys administrative, financial and patrimonial autonomy and aims to ensure the defence and promotion of the profession as a biologist, the improvement and progress of Biology in the scientific, pedagogical, technical and professional fields, the safeguarding of the ethical principles that guide the biologist profession and the protection of the professional interests of its members and public interests related to the professional performance of biologists. Among the various tasks of this entity, these include:

1. To promote the development and well-being of society by safeguarding the proper practice of the biologist profession, in particular with regard to quality of life and the environment;
  2. To carry out training and information actions aimed at defining, promoting and developing the professional activity of biologists, their role in society, teaching and training in Biology or any aspect in the field of biological sciences.
- In the context of this last point, the Portuguese Biologists Association has a Teacher Training Centre that carries out annually dozens of certified training actions for biology teachers, conferences, information publishing by digital means and organises the Portuguese Biology Olympiad since 2009, which involves the participation of more than 20,000 students annually, making it one of the most participated science competitions in Portugal and even the European Union. The Portuguese Biologists Association has a College of Education, is in constant contact with many hundreds of teachers, training and lectures held in schools, for teachers and students and is well known to biology teachers through the projects it develops, particularly the Biology Olympiad, the Biogénus Kit and the training actions, which include biology matinees (short-term actions). The team of the Portuguese Biologists Association is coordinated by José António Matos, biologist, doctorate in molecular genetics and researcher in the field of genetics and plant breeding, and a member of the Portuguese Biologists Association since 2013. He is the coordinator of the Portuguese Biology Olympiad since its creation in 2009, a science competition in Biology for students from 9th to 12th grade, which takes place annually involving more than 700 schools and 20,000 students from all over the country, contemplating two qualifiers and a final phase. He was also the Coordinator of the Ibero-American Biology Olympiad (OIAB) during the period 2012-2018 and is currently an elected member of the Steering Group of IBO (International Biology Olympiad). In addition to the Portuguese Biology Olympiad, he was coordinator of two editions of the OIAB (2012, in Cascais and 2017, in Ponta Delgada), chair of the EU502019 Organising Committee (European Union Science Olympiad), which took place in Almada and had the

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participation of 25 countries of the European Union. He is also the coordinator of the IBO2021 scheduled to take place in Lisbon in July 2020, with the estimated participation of delegations from 80 countries. Within the framework of the Portuguese Biology Olympiad, the Portuguese Biologists Association has a network of contacts of more than 1000 teachers from all over the country and is also responsible for the training plan and laboratory training of students representing Portugal in the various competitions abroad (OIAB, IBO and EU50). He is also a certified trainer, responsible for numerous training courses of biology teachers in Portugal and abroad. He coordinated the Biogénus Project that allowed for the development of 1500 kits for laboratory experiments of molecular genetics in Schools with secondary education in the area of Biology, which were distributed in public schools. In 2015, this project was awarded the Viva/Montepio Science Award, in the category of Education.

**Name:** KEEP - Knowledge for Peace, People and the Planet, Association/Associação para a Paz, as Pessoas e o Planeta

**Abbreviated name:** Associação KEEP

**Postal address:** Rua Carolina Michaelis de Vasconcelos, n.º 28, 7.ª direito, Lisboa, Portugal

**Registered Office:** Rua Carolina Michaelis de Vasconcelos, n.º 28, 7.ª direito, Lisboa, Portugal

**Phone:** (00351) 916311809

**Email:** associacaokeep@gmail.com

**Website:** <https://keepassociation.org>

**N.I.F.:** 514933224

**Legal status:** Association; Non-Profit Organization

**Legal Representative:** Inês Filipa Abreu de Castaño

**Contact person:** : Inês Filipa Abreu de Castaño

**Contact person's email address:** inesabreucastano@gmail.com

**Department:** Direction

**Mission:** Co-Head of awareness-raising

**Role to play in the Project:** Develop the activities associated with the area of the role's responsibility, with particular emphasis on the pilot action "BioKeepers: Club of BR Friends and Caregivers" (actions: 78 e 80) and participate in the pilot action "PBR Tourist Itineraries" and in activities related to involvement, mobilisation and participatory methodologies, listening and provision of information on the Project (actions: 1, 2, 4, 5, 6, 7, 8, 10, 11, 12, 13, 20, 35, 40, 41, 42, 45, 46, 47, 48, 49, 55, 61, 62, 63, 64, 65, 66, 67, 68, 69, 72 e 77).

**Experiences relevant to the Project:** KEEP is a private non-profit legal entity that was established on 18 June 2018. The Association has as its object the development of research activities, knowledge transfer and consultancy in the fields of Social Sciences, Arts, Humanities and Life Sciences, including training and awareness-raising programmes and initiatives to promote and appropriate knowledge within society. KEEP also aims to develop studies and projects in the area of territory, ecology and environment, sustainable development, community cohesion and information curation. In fulfilling its mission, it assumes as its main objective the promotion of knowledge as a baseline for development, cohesion and sustainability, in an open science context, focusing its activity on 9 Axes:

1. **KNOWLEDGE:** Promote the democratisation of knowledge in accordance with the purposes of open science.
2. **CO-CREATION:** Promote and streamline collaborative practices of building and sharing knowledge with particular attention to territories and contexts.

3. **PATRIMONIALISATION:** Promote reflection on local heritage, proposing innovative practices and processes of patrimonialisation, involving communities and local agents in the definition of strategies for safeguarding and dissemination of heritage values.
4. **EDUCATION:** Promote actions that contribute to cultural, heritage and environmental education, seeking to halt processes of environmental and patrimonial degradation, fostering a participatory and conscious context of the appreciation of endogenous resources.
5. **PROMOTION:** Promote knowledge, valorisation and dissemination of cultural and environmental heritage, considering local cultures and identities, respecting and fostering good practices in activities of enjoyment and tourism.
6. **QUALIFICATION:** Contribute to the creation of critical mass in the reflective context of sustainability, in a holistic perspective and taking into account territorial and human factors.
7. **INNOVATION:** Contribute to a creative context and fostering innovation, specifically in the area of curatorship and information technologies, along with a critical approach to the ethical challenges posed in research and technical and technological solutions.
8. **WELL-BEING:** To value and promote knowledge as a baseline for a more just and tolerant society and committed to improving living conditions, based on peace and citizenship, with a view to equal opportunities for enjoyment and access to knowledge, culture and physical, psychic and spiritual integrity.
9. **SUSTAINABILITY:** The Sustainable Development Goals represent an opportunity for us to build and support initiatives capable of providing a better life for all.

With the aim of fostering and boosting collaborative practices of building and sharing knowledge with particular attention to local territories and contexts, KEEP has worked closely with different entities seeking to converge missions and optimising resources, experiences and practices. The KEEP team is coordinated by Inês Castaño, graduated in Painting (FBA-UL, 2008), Master in Museology (NOVA FCSH, 2013) and, since 2015, Researcher at the Institute of Contemporary History of FCSH-NOVA and PhD student in Contemporary History at the same University where she has been focusing on issues such as public history, collaborative research or responsible research and innovation. She is a founding member of KEEP, having integrated its management in 2018. In this context, she followed the implementation of the environmental education project Todos na Rede and the initiatives Memórias da Aldela and Memórias da Lagoa d'Óbidos with a view to valuing the identity of communities through heritage. In parallel, she taught and coordinated several cultural projects with a close relationship between art and education, of which stands out the educational programme of the ZDB Gallery, the Aguêdê-Alê cultural programme developed in São Tomé Príncipe in partnership with different local agents and the projects Soya Kutu, Novos Mapas and Veículo de intimidade (in partnership with Lúsa Seixas). She was manager and researcher of the project L3 – Lisboa Laboratório Comum de Aprendizagem (scientific coordination of Professor Maria Fernanda Rollo and Maria Inês Queiroz), adviser to IHC NOVA/FCSH management and manager of the DESIR project funded by the European Commission. She recently joined the research team of the project Treasuring – Environmental, historical and social dimensions of conservation in the Gorongosa National Park: implications for safeguarding biodiversity and sustainable development. Currently, she collaborates with the Programme Memória para todos in multiple projects, following since 2015 all the activities of the Memória das Avenidas project, in a close relationship between NOVA FCSH and different local players of the Parish of Avenidas Novas.

Name: University of Bergen / Universitetet i Bergen

Abbreviated name: UIB

Postal address: Postbox 7800, NO-5020 Bergen, Norway

Registered Office: Museplass 1, NO-5007 Bergen, Norway

Phone: 00-4755584965

Email: post@fa.uib.no

Website: www.uib.no

N.I.F.:

**Legal status:** Gov. Higher education, non-profit

**Legal Representative:** Magnus Holtermann, Acting Head of Section Innovation/Senior Legal Adviser

**Contact person:** Terje Restad

**Contact person's email address:** terje.restad@ulb.no

**Department:** Institutt for biovitenskap

**Mission:** Active participant in ecosystem services thematic area and international cooperation

**Role to play in the Project:** Develop the activities associated with its participation, in collaboration with the University of Coimbra, with particular emphasis on the pilot action "Use of key ES in mitigation and adaptation to climate change in BR" (actions: 15, 16, 21, 22, 23, 24, 26, 28, 29, 51 e 52) and participate in activities related to the education, cooperation and communication of the Project (actions: 54 e 55).

**Experiences relevant to the Project:** The Universitet i Bergen (UiB) is a young and modern university with about 18,000 students and 4,000 professors and staff, making it a medium-sized European university. Seven faculties cover most traditional university disciplines. Within the faculties are included 40 different specialised departments, multidisciplinary research centres and institutes. The University is involved in the European Union framework programmes for research, technological development and innovation and has been designated as "European Research Infrastructure" and "Research Training Site" in various scientific fields. Since 1997, more than 500 European researchers (teachers, senior researchers, postdoctoral students and doctoral students) have visited Bergen on EU scholarships, which contributes to making Bergen one of the most international universities. UiB is involved in 109 projects of the 7th Framework Programme - 38 coordinated by UiB, among them UiB hosts 7 ERC Advanced Grants, 1 ERC Starting Grant and 1 ERC Synergy Grant. To date (2020-05-01), UiB has received 138 projects in H2020, of which 49 are coordinated by UiB - 8 ERC StG, 7 ERC CoG, 3 ERC AdG, 21 MSCA-IF, 1 MSCA-RISE, 2 BG, 1 ICT, 4 in Societal Challenges, 1 FET-OPEN and 1 Health programme. In addition, UiB also hosts National Centres of Excellence granted by the Norway Research Council - Centre for Intervention Science in Maternal and Child Health, Centre for Cancer Biomarkers, Birkeland Centre which includes Research Health Records, Remotely Operated Vehicles for Space Science, Centre for Geobiology and Centre for Early Sapiens Behaviour. In 2014, the Norway Research Council granted funding to UiB for the development of marine research infrastructures, Earth Surface Sediment Laboratory and Norway's Nuclear Magnetic Resonance Platform. The UiB team is coordinated by Professor Inger Elisabeth Måren, Associate Professor in Applied Ecology at the Department of Biological Sciences of the UiB and the UNESCO Chair for Sustainable Heritage and Environmental Management (2017 -). With a PhD in Vegetation Ecology, her current research focuses on the dynamics of coupled human and natural systems, the so-called socio-ecological systems, including sustainable land use, natural resource management, ecosystem services, agroecology and sustainable food systems. She has worked in a variety of contexts, including Europe, Asia, North America and Africa, which is reflected in an active participation in various international cooperation networks. She is currently responsible for several interdisciplinary courses on sustainability at UiB and a member of the UiB Working Groups on Global Challenges and Education in the SDG framework for 2030. She also has experience in the implementation of several projects funded by the Norway Research Council under the FRIMUF, ENVIRONMENTAL AND CLIMATE RESEARCH and MILJØFORSK programmes. So far, she has supervised 1 postdoctoral, 7 doctoral candidates, 15 master's students and 8 bachelor degree students. Recently, she was involved in the development of the first UNESCO Biosphere Reserve in Norway, in collaboration with the Norwegian Environment Agency. She is also a member of the Norwegian Commission of the MAB (Man and Biosphere) (2020-2024), as well as the steering group of the UNESCO Creative City of Gastronomy in Bergen. Similarly, she participates regularly in activities organised by the World Network of Biosphere Reserves, NorMAB and EuroMAB.



**Name:** Nordhordland Utviklingsselskap IKS

**Abbreviated name:** NUI

**Postal address:** Kvassnesvegen 23, 5918 ISDALSTØ, Norway

**Registered Office:** Kvassnesvegen 23, 5918 ISDALSTØ, Norway

**Phone:** 00 47 48 07 09 72

**Email:** post@nordhordland.net

**Website:** www.nordhordlandbiosphere.no

**N.I.F.:**

**Legal status:**

**Legal Representative:** Rune Heradstveit

**Contact person:** Kari Evensen Natland

**Contact person's email address:** kari@nordhordland.net

**Department:** Nordhordland UNESCO Biosphere

**Mission:** Active participant in ecosystem services thematic area and international cooperation

**Role to play in the Project:** Develop the activities associated with its participation, in collaboration with the University of Coimbra and the University of Bergen (actions: 21, 24, 26, 51 e 52) and participate in activities related to the education, cooperation and communication of the Project (actions: 54 e 55).

**Experiences relevant to the Project:** Nordhordland Utviklingsselskap IKS (Development Company) (NUI) belongs to the nine municipalities of Alver, Austrheim, Fedje, Gålen, Masfjorden, Modalen and Osterøy, all members of the Nordhordland Regional Council. The collaboration holds the brand Nordhordland Region. NUI acts as the administration of the Regional Council and carries out tasks and projects adopted by the Council. The objectives of regional collaboration are as follows:

1. Strengthen the quality of life of those who live here
2. Create a good quality of life for residents with leisure, work and good health;
3. Strengthen the interaction between the region and the world around
4. Save with the use of public resources
5. Contribute to environmental development and protection

NUI chose to focus its operations on four main strategies:

1. Marketing of the region
2. Improvement of communications
3. Business development and workplaces
4. More efficient service management and production

Activities in the Nordhordland region will contribute to the development of this territory in economic, social and cultural terms. Through various projects and activities commissioned by the Regional Council or the Council of Ministers, NUI contributes to an effective and coordinated management of intermunicipal and regional measures. One of the main responsibilities of NUI is the administration of the UNESCO Biosphere Reserve of Nordhordland. Part of the NUI team is Kari Evensen Natland, a postgraduate in Travel and Tourism Business, with emphasis on territorial planning and development (Lillehammer University College), with additional training in coaching, entrepreneurship and rural development. Over the past seven years, Natland headed the project that led to the designation of Nordhordland as a UNESCO Biosphere Reserve - the first in Norway. During this period, she participated in many international projects, participated in the UNESCO Branding Team and was a member of the MAB Steering Committee, which enabled the establishment of a wide national and international network.

**Name:** Icelandic National Commission for UNESCO

**Abbreviated name:** Icelandic National Commission for UNESCO

**Postal address:** Sölvhólgata 4, Iceland

**Registered Office:** 101 Reykjavík, Iceland

**Phone:**

**Email:** aslaug.dora.eyjolfisdottir@mrn.is

**Website:** www.unesco.is

**N.I.F.:**

**Legal status:** Public Entity

**Legal Representative:** Áslaug Dóra Eyjólfsdóttir

**Contact person:** Áslaug Dóra Eyjólfsdóttir, Secretary-General

**Contact person's email address:** aslaug.dora.eyjolfisdottir@mrn.is

**Department:** Icelandic National Commission for UNESCO

**Mission:** Active participant in International cooperation

**Role to play in the Project:** Develop activities associated with their participation, in collaboration with the Promoter and other partners (actions: 54 e 55).

**Experiences relevant to the Project:** Iceland joined UNESCO in June 1964 and its UNESCO National Commission was established in May 1966. The UNESCO National Commission is based in the Icelandic Ministry of Education, Science and Culture, and its seven members are appointed by the Minister of Education, Science and Culture for a period of four years. The UNESCO National Commission advises the Icelandic government on matters related to UNESCO and intends to contribute to raising awareness in Iceland about UNESCO and its work.

Currently, the UNESCO National Commission of Iceland develops its own programmes in the field of Education, Science, Culture and Communication.

Part of the team of the UNESCO National Commission of Iceland is Sæunn Stefánsdóttir which, since the beginning of 2019, chairs the UNESCO National Commission of Iceland. At the same time, she is the director of the Institute of Research Centres at the University of Iceland and a consultant to the Rector. Prior to joining the University, she was a political consultant to the Minister of Social Affairs and a political consultant to the Minister of Health Services. With a degree in Business Administration, she is currently completing an MPA in Public Administration.

#### **f) Partnership Agreement between the Project Promoter and its Partners**

09\_CALL#3Reservas da Biosfera: territórios sustentáveis, comunidades resilientes is implemented under the Partnership format. The Partnership Agreement between the Project Promoter and the Project Partners is set out in Annex II.

#### **g) Project Dossier**

The Project dossier complies with Articles 29, 30, 31, 32, 33 and 34 of the 'Guide for Candidates for Financing Environmental Projects, Climate Change and Low Carbon Economy'.



This Dossier shall be organised, where possible, on digital media and shall be constituted in accordance with the following structure:

**Application**

- ✓ Application form and its annexes;
- ✓ Descriptive memory of the Project;
- ✓ Communication of the approval decision;

**Decision**

- ✓ Notification of Project eligibility;
- ✓ Notification of the proposal for an approval decision;
- ✓ Notification of the final approval decision;
- ✓ Reformulation of application data to meet the recommendations of the scoreboard, where applicable;
- ✓ Acceptance term and its annexes;
- ✓ Partnership Agreement and Agreement(s) with the Partners involved, where applicable;
- ✓ Request(s) amendment to the Agreement, where applicable;
- ✓ Other relevant documents, including exchange of information with the Environment Programme Operator.

**Payment requests**

- ✓ Copy of the discriminating listings of expenditure submitted in payment applications and their analysis reports issued by the Environment Programme Operator which shall contain the following elements:
  - a) Project Identification;
  - b) Identification of the procurement procedure (number and date of the Contract, in the case of expenditure in the context of a public procurement procedure);
  - c) Identification of eligible expenditure (isolating the value of VAT);
  - d) Identification of the expense document (invoice and receipt with the respective number/ref., date) and identification of the means of payment/financial flow;
  - e) Identification of the accounting register;
  - f) In the case of partial imputation of the expenditure contained in a document, identification of the imputation criterion;

g) Declaration of conformity of the list submitted and the absence of allocation of expenditure to other financing mechanisms signed by the Project Promoter.

- ✓ documents relating to procurement procedures, including check-list and evidence of compliance with the applicable legal regime;
- ✓ Project-specific bank account opening process;
- ✓ Duly updated statements proving that both the Project Promoter and its Partners are not debtors to the Tax Administration and Social Security;
- ✓ Other relevant documents, including exchange of information with the Environment Programme Operator.

#### **Payments**

- ✓ Bank statements from the deposit of transfers of funds received from the Environment Programme Operator
- ✓ Other relevant documents, including exchange of information with the Environment Programme Operator

#### **Implementation reports**

- ✓ Copy of the implementation progress reports and their attachments, if applicable;
- ✓ Copy of the final implementation report and its annexes, if applicable;
- ✓ Proof of communication of the outcome of the evaluation of the final implementation report;
- ✓ Notifications concerning the issuance of the terms of closure of the Project by the Environment Programme Operator.;
- ✓ Other relevant documents, including exchange of information with the Environment Programme Operator.

#### **Dissemination and publicity of the support of the Environment Program | EEA Grants**

- ✓ Evidence of disclosure and publicity of the support received, according to applicable advertising requirements.

#### **Monitoring and control**

- ✓ Documentation on audits and on-the-spot checks carried out on the Project, their reports, contradictory and elements that evidence compliance with any recommendations / corrections;
- ✓ Schedule of physical and financial achievement;
- ✓ Document proving the VAT situation;
- ✓ Tender processes carried out for the execution of the Project;

- ✓ Documentation on the publicity of the support received.
- ✓ Other relevant documents, including exchange of information with the Environment Programme Operator and other EEA Grants authorities such as attendance lists in workshops, meetings, minutes, materials produced for training or support or equipment as well as verification of the physical presence of human resources related to certain Project activities.

**Other elements**

- ✓ All elements that do not have framing in the above-mentioned items, but essential to the understanding and preservation of the history of the financing of the operation.

**Annex II**

**PARTNERSHIP AGREEMENT ON  
THE IMPLEMENTATION OF PROJECT:**

**09\_CALL#3\_ Reservas da Biosfera: territórios sustentáveis, comunidades resilientes**

**Between Quaternaire Portugal - Consultoria para o Desenvolvimento, SA**

**Hereafter referred to as "Project Promoter"**

**and Universidade de Coimbra**

**Hereafter referred to as "1<sup>st</sup> Partner Entity"**

**and Universidade Nova de Lisboa – Faculdade de Ciências Sociais e Humanas**

**Hereafter referred to as "2<sup>nd</sup> Partner Entity"**

**and PC&A – Consultores de Marketing Estratégico, Lda**

**Hereafter referred to as "3<sup>rd</sup> Partner Entity"**

**and Instituto Pedro Nunes, Associação para a Inovação e Desenvolvimento em Ciência e Tecnologia**

**Hereafter referred to as "4<sup>th</sup> Partner Entity"**

**and Ordem dos Biólogos**

**Hereafter referred to as "5<sup>th</sup> Partner Entity"**

**and KEEP – Knowledge for Peace, People and the Planet, Association/Associação para a Paz, as  
Pessoas e o Planeta**

**Hereafter referred to as "6<sup>th</sup> Partner Entity"**



**and University of Bergen**

**Hereafter referred to as “7<sup>th</sup> Partner Entity”**

**and Nordhordland Utviklingsselskap IKS**

**Hereafter referred to as “8<sup>th</sup> Partner Entity”**

**and Icelandic National Commission for UNESCO**

**Hereafter referred to as “9<sup>th</sup> Partner Entity”.**

## IDENTIFICATION OF THE CONTRACTING PARTIES

1. Quaternaire Portugal – Consultoria para o Desenvolvimento, SA, Private Entity (SME), tax identification number 502503661, with head office in Rua Tomás Ribeiro n.º 412, 2 andar, 4450- 295 Matosinhos (Portugal), represented in this act by Maria Elisa Pérez da Silva Babo, as its President of the Administration Board and in the use of legal powers for this act, hereinafter **1st Contracting Party or Promoter**;

and:

2. Universidade de Coimbra, Research Institution/ University, tax identification number 501617582, with head office in Paço das Escolas, 3004-531 Coimbra (Portugal), represented in this act by Cláudia Margarida Gonçalves Cavadas, as its Vice-Rector and in the use of legal powers for this act, hereinafter **2nd Contracting Party or Partner Entity**;

and:

3. Universidade Nova de Lisboa – Faculdade de Ciências Sociais e Humanas, University, tax identification number 501559094, with head office in Campus de Campolide, 1099-032 Lisboa (Portugal), represented in this act by João de Deus Santos Sàágua, as its Rector and in the use of legal powers for this act, hereinafter **3rd Contracting Party or Partner Entity**;

and:

4. PC&A – Consultores de Marketing Estratégico, Lda, Private entity (SME), tax identification number 503453048, with head office in Rua do Poço 155, 1.º, 2645-536 Alcabideche (Portugal), represented in this act by Pedro Manuel Amador Rodrigues Celeste, as its CEO and in the use of legal powers for this act, hereinafter **4th Contracting Party or Partner Entity**;

and:

5. Instituto Pedro Nunes, Associação para a Inovação e Desenvolvimento em Ciência e Tecnologia, Research Institution/ University, tax identification number 502790610, with head office in Rua Pedro Nunes, 3030 - 199 Coimbra (Portugal), represented in this act by Maria Teresa Ferreira Soares Mendes e Fernando Amílcar Bandeira Cardoso, as its President and Vice-President and in the use of legal powers for this act, hereinafter **5th Contracting Party or Partner Entity**;

and:

6. Ordem dos Biólogos, Public Professional Association, tax identification number 501835601, with head office in Rua Cidade de Rabat, nº 38 r/c. 1500-164 Lisboa (Portugal), represented in this act by José António dos Santos Pereira de Matos, as its President and in the use of legal powers for this act, hereinafter **6th Contracting Party or Partner Entity**;

and:

7. KEEP – Knowledge for Peace, People and the Planet, Association/Associação para a Paz, as Pessoas e o Planeta, Private entity, tax identification number 514933224, with head office in Rua Carolina Michaelis de Vasconcelos, n.º 28, 7.º direito. 1500-145 Lisboa (Portugal), represented in this act by Inês Filipa Abreu de Castaño, as its Vice-President and in the use of legal powers for this act, hereinafter **7th Contracting Party or Partner Entity**;

and:

8. University of Bergen, Research Institution/ University, tax identification number 874 789 542, with head office in Muséplassen 1, Postboks 7800, 5020 Bergen(Norway), represented in this act by Magnus Holtermann and Benedicte Løseth, as its Research Administration and Senior Legal Advisor/Acting Section Leader Innovation and in the use of legal powers for this act, hereinafter **8th Contracting Party or Partner Entity**;

and:

9. Nordhordland Utviklingsselskap IKS, Public entity, tax identification number 971 361 514 MVA, with head office in Kvassnesvegen 23, 5914 Isdalstø (Norway), represented in this act by Rune Heradstveit, as its CEO and in the use of legal powers for this act, hereinafter **9th Contracting Party or Partner Entity**;

and:

10. Icelandic National Commission for UNESCO, Public entity, tax identification number 4308002990, with head office in Sölvhólgata 4, 101 Reykjavík (Iceland), represented in this act by Áslaug Dóra Eyjólfsdóttir, as its Secretary-General and in the use of legal powers for this act, hereinafter **10th Contracting Party or Partner Entity**.



**PREAMBLE OF THE PARTNERSHIP AGREEMENT ON  
THE IMPLEMENTATION OF PROJECT:**

**09\_CALL#3\_ Reservas da Biosfera: territórios sustentáveis, comunidades resilientes**

Considering that in May 2019, in the scope of EEA Financial mechanism 2014-2021, the Programme: "Environment, Climate Change and Low Carbon Economy Programme" between the Financial Mechanism Committee established by Iceland, Liechtenstein and Norway and Portugal was signed.

Considering the expertise and technical capacity of the Project Promotor and the Partner Entities involved in the present Project, as demonstrated by the description of the Partner institutions provided in Annex I. e) of the Contract.

Having the Secretary General for Environment acting as the Programme Operator for the Environment, Climate Change and Low Carbon Economy Programme, in Portugal, within the scope of EEA FM 2014-2021.

This Agreement between the Contracting Parties is established to accomplish the full execution of the Project: Reservas da Biosfera: territórios sustentáveis, comunidades resilientes hereafter referred to as Project.

The Agreement is set under the legal provisions:

- a) The Protocol 38c to the EEA Agreement of 08 September 2016;
- b) The Memorandum of Understanding between Iceland, the Principality of Liechtenstein, the Kingdom of Norway and the Portuguese Government on the implementation of the EEA Financial Mechanism 2014-2021;
- c) The Regulation and its annexes, on the implementation of the European Economic Area Financial Mechanism 2014-2021, adopted by the EEA Financial Mechanism Committee pursuant to Article 10.5 of Protocol 38c to the EEA Agreement on 8 September 2016 and confirmed by the Standing Committee of the EFTA States on 23 September 2016;
- d) The Programme agreement between The Financial Mechanism Committee established by Iceland, Liechtenstein and Norway and National Management Unit, representing the Portuguese Republic, for the financing of the Programme "Environment, Climate Change and Low Carbon Economy" in the programme areas of Environment and Ecosystems (PA11) and Climate Change Mitigation and Adaptation (PA13).

This Agreement specifies the roles and responsibilities of the Project Promoter and of the Partner(s) Entity(ies) in relation to their collaboration on the implementation of the Project.

The present Partnership Agreement (henceforth referred to as Agreement) is celebrated and mutually agreed upon, being ruled by the terms and conditions defined in the following clauses, and ancillary, by the applicable legal dispositions:

## **CHAPTER I**

### **SUBJECT, NATURE, OBJETIVES AND DURATION**

#### **Clause One**

##### **(Subject and Nature)**

1. The present Agreement's subject is setting the terms and conditions concerning the establishment of a Partnership, in form of Institutional co-operation between the Project Promoter and the Partner Entity as well as the rights and obligations of each of the Parties, within the context of the management of the Project identified in Clause Two (henceforth referred to as Project) within the scope of the Environment, Climate Change and Low Carbon Economy Programme, (henceforth referred to as Programme).
2. The main objective of the Project is to value the territories of the Biosphere Reserves as living sustainability laboratories, promoting the quality of life of their inhabitants, particularly in the Portuguese context, and, simultaneously, to increase their visibility, knowledge and management capacity through Instruments that promote the affirmation/ praise/ acknowledgement and identity of the 11 territories classified as Biosphere Reserves in Portugal.
3. The institutional co-operation aims at the accomplishment of the Project goal, through the cooperation between the Parties.
4. With the celebration of the present Agreement, it is not intended that the Parties constitute an association or any other entity with a legal personality.

#### **Clause Two**

##### **(Project Identification)**

1. The above mentioned Project is called: *Reservas da Biosfera: territórios sustentáveis, comunidades resilientes*.
2. The Project falls within the following Expected Outcome of the Programme: "Enhance sustainable development in Biosphere Reserves" and Output 2.1 'Increased Biosphere Reserve Management Capacity';

3. The total cost of the Project is 2.198.666,46 € (two million, one hundred and ninety-eight thousand, six hundred and sixty six Euros and forty-six cents Euros), being shared by Parties in the following manner:
  - a. Quaternaire Portugal, SA: 723.123,60 € (seven hundred and twenty three thousand, one hundred and twenty three Euros and sixty cents);
  - b. Universidade de Coimbra: 323.243,41 € (three hundred and twenty-three thousand, two hundred and forty-three Euros and forty-one cents);
  - c. Universidade Nova de Lisboa – Faculdade de Ciências Sociais e Humanas: 354.929,88 € (three hundred and fifty-four thousand, nine hundred and twenty-nine Euros and eighty-eight cents);
  - d. PCA – Consultores de Marketing Estratégico, Lda: 424.731,25 € (four hundred and twenty four thousand, seven hundred and thirty one Euros and twenty five cents);
  - e. Instituto Pedro Nunes, Associação para a Inovação e Desenvolvimento em Ciência e Tecnologia: 159.355,25 € (one hundred and fifty-nine thousand, three hundred and fifty-five Euros and twenty-five cents);
  - f. Ordem dos Biólogos: 39.396,01 € (Thirty-nine thousand, three hundred and ninety-six Euros and one cent);
  - g. KEEP – Knowledge for Peace, People and the Planet, Association/Associação para a Paz, as Pessoas e o Planeta: 73.140,00 € (Seventy-three thousand, one hundred and forty Euros);
  - h. University of Bergen: 48.214,03 € (Forty-eight thousand, two hundred and fourteen Euros and three cents);
  - i. Nordhordland Utviklingsselskap IKS: 42.533,04 € (Forty-two thousand, five hundred and thirty three-Euros and four cents);
  - j. Icelandic National Commission for UNESCO: 10.000,00 € (Ten thousand Euros).
4. Only actions and expenditure incurred by Parties typified in Articles 8.2, 8.3, 8.4, 8.5, 8.6, 8.7, 8.9, 8.12, 8.13, 8.14, 8.15 and 8.16 of the Regulation on the implementation of the European Economic Area Financial Mechanism 2014-2021 shall be financed.
5. Actions financed by the Programme shall not generate direct income during the implementation phase of the Project.

### **Clause Three**

#### **(Components and Actions to be developed)**

1. The objectives to be accomplished by this Partnership require the combined effort of the complementary capabilities of the Contracting Parties which assume the joint responsibility for the full implementation of the Project.
2. In order to achieve the established objectives, the Contracting Parties agree to develop, in Partnership, the components and actions laid down in the following numbers.
3. The Promoter shall undertake to develop the following components and actions:

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1. Collection and organization of information related to the nomination of all Biosphere Reserves (BR)
2. Survey of existing BR action plans, objectives and priorities.
3. Framing the geostrategic context of BR in existing UNESCO BR networks
7. Development of the Sustainable Development Plan (SDP) concept for BR
8. Development of the participatory planning methodology for the SDP
9. Consultation and validation of the methodological structure for the SDP
17. Analysis of the dynamics of the socio-economic sector
20. Identification of priorities and projects in the areas of development and sustainability
31. Elaboration and participative discussion of the Sustainable Development Plans (SDP) of each BR
32. SDP public presentations and discussions
33. Revision and editing of the final versions of the SDP
34. Selection of 11 pilot actions
35. Tourism "Script" for the Portuguese Biosphere Reserves - pilot action
38. Network of Biosphere Reserves shops and virtual store - pilot action
39. Benchmarking analysis of Sustainable Development (SD) indicators used in UNESCO's RB networks
40. Architecture of SDP indicators and monitoring system
41. Consultation and validation of the SDP indicators and monitoring system
42. Training of BR management teams and other stakeholders in the domain of the SDP Indicators and monitoring System
44. Creation of the sustainable development barometer for Portuguese Biosphere Reserves
45. Sustainability certification framework - Portuguese Biosphere Reserves
46. Assessment of training needs that will support the training planning
47. Governance skills reinforcement program for BR managers, partners and local agents
48. Training in planning and participatory methodologies for BR managers regarding the implementation of the SDP
49. Training associated with the implementation of pilot actions
54. Program of visits and transfer of experiences between Portuguese BR and donor countries
55. Final project seminar
71. Development of Awareness Plan for different audiences
72. Local project presentation sessions in each Biosphere reserve including awareness and demonstration actions involving local partners

**77. Design and organization of Biosphere Reserve Festivals**

Also, the Promoter will assure also participation on the following transversal actions:

- 4. History of BR**
- 5. Elaboration of a database management plan: FAIR data - open access**
- 6. Auscultation / Perception and identification of heritage**
- 10. Digital Infrastructure - distributed management model**
- 11. Digital Infrastructure - Biosphere Reserves website**
- 12. Digital infrastructure - Indicators management dashboard**
- 13. Digital Infrastructure - Research Data Catalogue**
- 61. Productions and promotional materials - Offline**
- 62. Productions and promotional materials - Online**
- 63. Productions and promotional materials - Audiovisual materials**
- 64. Brand Activations**
- 65. Public Relations**
- 66. Media Strategy and Planning**
- 67. Media Strategy and Planning - Press**
- 68. Media Strategy and Planning – Radio**
- 69. Media Strategy and Planning - Digital**

Plus, the Promoter will assure all the tasks related to the Global Project Management and Coordination.

- a. The components and actions that shall be undertaken by the Promoter correspond to the eligible amount of 622.184,92 € (Six hundred and twenty two thousand, one hundred and eighty-four Euros and ninety-two cents);**
  - b. The financial contribution of the Programme provided to the Promoter shall be at the most 622.184,92 € (Six hundred and twenty two thousand, one hundred and eighty-four Euros and ninety-two cents).**
- 4. The Second Contracting Party, 1<sup>st</sup> Partner Entity shall undertake to develop the following components and actions:**
  - 15. Mapping the BR ecosystem diversity**
  - 16. Identification of potential Ecosystem Services (ES) associated with ecosystems**
  - 21. Selection of key ES for the sustainable development of BR**

22. Selection of indicators and development of methodology for assessing the condition / status of ES
23. ES condition / status assessment
24. ES valuation proposal (add value)
25. ES valuation (assigning value) and its interconnection with the associated economic sectors - pilot action
26. Mapping BR ES
27. Proposal of management and conservation measures for BR and ES optimization"
28. ES modelling to assess the effectiveness of management and conservation measures
29. Use of key ES in mitigation and adaptation to climate change in BR - pilot action
30. ES Sustainable Management Manual for BR
34. Selection of 11 pilot actions
51. Capacitation of local BR decision makers in implementing the Sustainable Management Plans
52. Technical workshop on ecosystem services
54. Program of visits and transfer of experiences between Portuguese RB and donor countries
73. ES awareness actions
79. Atlas of Portuguese Biosphere reserves

Also, the Second Contracting Party will assure also participation on the following transversal actions:

1. Collection and organization of information related to the nomination of all Biosphere Reserves (BR)
2. Survey of existing BR action plans, objectives and priorities.
4. History of BR
5. Elaboration of a database management plan: FAIR data - open access
6. Auscultation / Perception and identification of heritage
7. Development of the Sustainable Development Plan (SDP) concept for BR
8. Development of the participatory planning methodology for the SDP
10. Digital Infrastructure - distributed management model
11. Digital Infrastructure - Biosphere Reserves website
12. Digital Infrastructure - Indicators management dashboard
13. Digital Infrastructure - Research Data Catalogue
20. Identification of priorities and projects in the areas of development and sustainability
35. Tourism "Script" for the Portuguese Biosphere Reserves - pilot action

- 40. Architecture of SDP indicators and monitoring system
  - 41. Consultation and validation of the SDP indicators and monitoring system
  - 42. Training of BR management teams and other stakeholders in the domain of the SDP Indicators and monitoring System
  - 45. Sustainability certification framework - Portuguese Biosphere Reserves
  - 46. Assessment of training needs that will support the training planning
  - 47. Governance skills reinforcement program for BR managers, partners and local agents
  - 48. Training in planning and participatory methodologies for BR managers regarding the implementation of the SDP
  - 49. Training associated with the implementation of pilot actions
  - 55. Final project seminar
  - 61. Productions and promotional materials - Offline
  - 62. Productions and promotional materials - Online
  - 63. Productions and promotional materials - Audiovisual materials
  - 64. Brand Activations
  - 65. Public Relations
  - 66. Media Strategy and Planning
  - 67. Media Strategy and Planning - Press
  - 68. Media Strategy and Planning - Radio
  - 69. Media Strategy and Planning - Digital
  - 72. Local project presentation sessions in each Biosphere reserve including awareness and demonstration actions involving local partners
  - 77. Design and organization of Biosphere Reserve Festivals
- a. The components and actions that shall be undertaken by the Second Contracting Party correspond to the eligible amount of 290.107,97 € (two hundred ninety thousand, one hundred and seven Euros and ninety-seven cents );
  - b. The financial contribution of the Programme provided to the Second Contracting Party shall be at the most 290.107,97 € (two hundred ninety thousand, one hundred and seven Euros and ninety-seven cents ).
5. The Third Contracting Party, 2<sup>nd</sup> Partner Entity shall undertake to develop the following components and actions:
- 4. History of BR
  - 5. Elaboration of a database management plan: FAIR data - open access



6. Auscultation / Perception and Identification of heritage
7. Development of the Sustainable Development Plan (SDP) concept for BR
8. Development of the participatory planning methodology for the SDP
10. Digital Infrastructure - distributed management model
11. Digital Infrastructure - Biosphere Reserves website
12. Digital infrastructure - Indicators management dashboard
13. Digital Infrastructure - Research Data Catalogue
14. Digital guides to cultural and natural heritage of the Biosphere Reserves
34. Selection of 11 pilot actions
36. Memories and identities - systematic record of memories
37. Creation of memory and community spaces - pilot action
43. Citizen Science for sustainable BR - pilot action
70. Culture and Education Agenda
79. Atlas of Portuguese Biosphere reserves
81. Itinerant exhibition

Also, the Third Contracting Party will assure also participation on the following transversal actions:

1. Collection and organization of information related to the nomination of all Biosphere Reserves (BR)
2. Survey of existing BR action plans, objectives and priorities.
20. Identification of priorities and projects in the areas of development and sustainability
35. Tourism "Script" for the Portuguese Biosphere Reserves - pilot action
40. Architecture of SDP indicators and monitoring system
41. Consultation and validation of the SDP indicators and monitoring system
42. Training of BR management teams and other stakeholders in the domain of the SDP Indicators and monitoring System
45. Sustainability certification framework - Portuguese Biosphere Reserves
46. Assessment of training needs that will support the training planning
47. Governance skills reinforcement program for BR managers, partners and local agents
48. Training in planning and participatory methodologies for BR managers regarding the implementation of the SDP
49. Training associated with the implementation of pilot actions
55. Final project seminar

- 61. Productions and promotional materials - Offline
  - 62. Productions and promotional materials - Online
  - 63. Productions and promotional materials - Audiovisual materials
  - 64. Brand Activations
  - 65. Public Relations
  - 66. Media Strategy and Planning
  - 67. Media Strategy and Planning - Press
  - 68. Media Strategy and Planning - Radio
  - 69. Media Strategy and Planning - Digital
  - 72. Local project presentation sessions in each Biosphere reserve including awareness and demonstration actions involving local partners
  - 77. Design and organization of Biosphere Reserve Festivals
- a. The components and actions that shall be undertaken by the Third Contracting Party correspond to the eligible amount of 295.774,90 € (two hundred ninety-five thousand, seven hundred seventy-four Euros and ninety cents );
  - b. The financial contribution of the Programme provided to the Third Contracting Party shall be at the most 295.774,90 € (two hundred ninety-five thousand, seven hundred seventy-four Euros and ninety cents ).
6. The Fourth Contracting Party, 3<sup>rd</sup> Partner Entity shall undertake to develop the following components and actions:
- 56. Marketing Strategy Development
  - 57. Communication Plan Design
  - 58. Strategy and Brand Identity (Tone, Signature and Communication Messages, Logo and Brandbook)
  - 59. Generic Creative Development
  - 60. Creative development of digital communication
  - 61. Productions and promotional materials - Offline
  - 62. Productions and promotional materials - Online
  - 63. Productions and promotional materials - Audiovisual materials
  - 64. Brand Activations
  - 65. Public Relations
  - 66. Media Strategy and Planning

- 67. Media Strategy and Planning - Press
- 68. Media Strategy and Planning – Radio
- 69. Media Strategy and Planning - Digital

Also, the Fourth Contracting Party will assure also participation on the following transversal actions:

- 1. Collection and organization of information related to the nomination of all Biosphere Reserves (BR)
- 2. Survey of existing BR action plans, objectives and priorities.
- 4. History of BR
- 5. Elaboration of a database management plan: FAIR data - open access
- 6. Auscultation / Perception and identification of heritage
- 7. Development of the Sustainable Development Plan (SDP) concept for BR
- 8. Development of the participatory planning methodology for the SDP
- 10. Digital Infrastructure - distributed management model
- 11. Digital Infrastructure - Biosphere Reserves website
- 12. Digital Infrastructure - Indicators management dashboard
- 13. Digital Infrastructure - Research Data Catalogue
- 20. Identification of priorities and projects in the areas of development and sustainability
- 35. Tourism "Script" for the Portuguese Biosphere Reserves - pilot action
- 40. Architecture of SDP indicators and monitoring system
- 41. Consultation and validation of the SDP indicators and monitoring system
- 42. Training of BR management teams and other stakeholders in the domain of the SDP Indicators and monitoring System
- 45. Sustainability certification framework - Portuguese Biosphere Reserves
- 46. Assessment of training needs that will support the training planning
- 47. Governance skills reinforcement program for BR managers, partners and local agents
- 48. Training in planning and participatory methodologies for BR managers regarding the implementation of the SDP
- 49. Training associated with the implementation of pilot actions
- 55. Final project seminar
- 72. Local project presentation sessions in each Biosphere reserve including awareness and demonstration actions involving local partners
- 77. Design and organization of Biosphere Reserve Festivals

- a. The components and actions that shall be undertaken by the Fourth Contracting Party correspond to the eligible amount of 406.101,04 € (four hundred and six thousand, one hundred and one Euros and four cents );
  - b. The financial contribution of the Programme provided to the Fourth Contracting Party shall be at the most 406.101,04 € (four hundred and six thousand, one hundred and one Euros and four cents).
7. The Fifth Contracting Party, 4<sup>th</sup> Partner Entity shall undertake to develop the following components and actions:
- 18. Identification of key actors in the socio-economic sector in the BR
  - 19. Identification of existing R&DT, innovation and entrepreneurship best practices aligned with sustainable development
  - 50. Training of local teams to support economic initiatives and funding opportunities
  - 53. Virtual incubation program in Portuguese Biosphere Reserves - pilot action

Also, the Fifth Contracting Party will assure also participation on the following transversal actions:

- 1. Collection and organization of information related to the nomination of all Biosphere Reserves (BR)
- 2. Survey of existing BR action plans, objectives and priorities
- 4. History of BR
- 5. Elaboration of a database management plan: FAIR data - open access
- 6. Auscultation / Perception and identification of heritage
- 7. Development of the Sustainable Development Plan (SDP) concept for BR
- 8. Development of the participatory planning methodology for the SDP
- 10. Digital Infrastructure - distributed management model
- 11. Digital Infrastructure - Biosphere Reserves website
- 12. Digital infrastructure - Indicators management dashboard
- 13. Digital Infrastructure - Research Data Catalogue
- 20. Identification of priorities and projects in the areas of development and sustainability
- 35. Tourism "Script" for the Portuguese Biosphere Reserves - pilot action
- 40. Architecture of SDP indicators and monitoring system
- 41. Consultation and validation of the SDP indicators and monitoring system
- 42. Training of BR management teams and other stakeholders in the domain of the SDP Indicators

and monitoring System

45. Sustainability certification framework - Portuguese Biosphere Reserves
46. Assessment of training needs that will support the training planning
47. Governance skills reinforcement program for BR managers, partners and local agents
48. Training in planning and participatory methodologies for BR managers regarding the implementation of the SDP
49. Training associated with the implementation of pilot actions
55. Final project seminar
61. Productions and promotional materials - Offline
62. Productions and promotional materials - Online
63. Productions and promotional materials - Audiovisual materials
64. Brand Activations
65. Public Relations
66. Media Strategy and Planning
67. Media Strategy and Planning - Press
68. Media Strategy and Planning - Radio
69. Media Strategy and Planning - Digital
72. Local project presentation sessions in each Biosphere reserve including awareness and demonstration actions involving local partners
77. Design and organization of Biosphere Reserve Festivals
  - a. The components and actions that shall be undertaken by the Fifth Contracting Party correspond to the eligible amount of 132.796,04 € (one hundred and thirty-two thousand, seven hundred and ninety-six Euros and four cents);
  - b. The financial contribution of the Programme provided to the Fifth Contracting Party shall be at the most 132.796,04 € (one hundred and thirty-two thousand, seven hundred and ninety-six Euros and four cents).
8. The Sixth Contracting Party, 5<sup>th</sup> Partner Entity shall undertake to develop the following components and actions:
  74. Planning of the National Biosphere Olympics
  75. Communication and dissemination of the BR Olympics
  76. BR Olympics

Also, the Sixth Contracting Party will assure also participation on the following transversal actions:

1. Collection and organization of Information related to the nomination of all Biosphere Reserves (BR)
2. Survey of existing BR action plans, objectives and priorities
4. History of BR
5. Elaboration of a database management plan: FAIR data - open access
6. Auscultation / Perception and identification of heritage
7. Development of the Sustainable Development Plan (SDP) concept for BR
8. Development of the participatory planning methodology for the SDP
10. Digital Infrastructure - distributed management model
11. Digital Infrastructure - Biosphere Reserves website
12. Digital infrastructure - Indicators management dashboard
13. Digital Infrastructure - Research Data Catalogue
20. Identification of priorities and projects in the areas of development and sustainability
35. Tourism "Script" for the Portuguese Biosphere Reserves - pilot action
40. Architecture of SDP indicators and monitoring system
41. Consultation and validation of the SDP indicators and monitoring system
42. Training of BR management teams and other stakeholders in the domain of the SDP indicators and monitoring System
45. Sustainability certification framework - Portuguese Biosphere Reserves
46. Assessment of training needs that will support the training planning
47. Governance skills reinforcement program for BR managers, partners and local agents
48. Training in planning and participatory methodologies for BR managers regarding the implementation of the SDP
49. Training associated with the implementation of pilot actions
55. Final project seminar
61. Productions and promotional materials - Offline
62. Productions and promotional materials - Online
63. Productions and promotional materials - Audiovisual materials
64. Brand Activations
65. Public Relations
66. Media Strategy and Planning
67. Media Strategy and Planning - Press

- 68. Media Strategy and Planning – Radio
- 69. Media Strategy and Planning - Digital
- 72. Local project presentation sessions in each Biosphere reserve including awareness and demonstration actions involving local partners
- 77. Design and organization of Biosphere Reserve Festivals
  - a. The components and actions that shall be undertaken by the Sixth Contracting Party correspond to the eligible amount of 37.663,34 € (thirty-seven thousand, six hundred and sixty-three Euros and thirty-four cents);
  - b. The financial contribution of the Programme provided to the Sixth Contracting Party shall be at the most 37.663,34 € (thirty-seven thousand, six hundred and sixty-three Euros and thirty-four cents).
- 9. The Seventh Contracting Party, 6<sup>th</sup> Partner Entity shall undertake to develop the following components and actions:
  - 78. BioKeepers - Club of Friends and caregivers of BR
  - 80. Knowledge extension

Also, the Seventh Contracting Party will assure also participation on the following transversal actions:

- 1. Collection and organization of information related to the nomination of all Biosphere Reserves (BR)
- 2. Survey of existing BR action plans, objectives and priorities
- 4. History of BR
- 5. Elaboration of a database management plan: FAIR data - open access
- 6. Auscultation / Perception and identification of heritage
- 7. Development of the Sustainable Development Plan (SDP) concept for BR
- 8. Development of the participatory planning methodology for the SDP
- 10. Digital Infrastructure - distributed management model
- 11. Digital Infrastructure - Biosphere Reserves website
- 12. Digital infrastructure - Indicators management dashboard
- 13. Digital Infrastructure - Research Data Catalogue
- 20. Identification of priorities and projects in the areas of development and sustainability
- 35. Tourism "Script" for the Portuguese Biosphere Reserves - pilot action
- 40. Architecture of SDP indicators and monitoring system



- 41. Consultation and validation of the SDP indicators and monitoring system
  - 42. Training of BR management teams and other stakeholders in the domain of the SDP Indicators and monitoring System
  - 45. Sustainability certification framework - Portuguese Biosphere Reserves
  - 46. Assessment of training needs that will support the training planning
  - 47. Governance skills reinforcement program for BR managers, partners and local agents
  - 48. Training in planning and participatory methodologies for BR managers regarding the implementation of the SDP
  - 49. Training associated with the implementation of pilot actions
  - 55. Final project seminar
  - 61. Productions and promotional materials - Offline
  - 62. Productions and promotional materials - Online
  - 63. Productions and promotional materials - Audiovisual materials
  - 64. Brand Activations
  - 65. Public Relations
  - 66. Media Strategy and Planning
  - 67. Media Strategy and Planning - Press
  - 68. Media Strategy and Planning - Radio
  - 69. Media Strategy and Planning - Digital
  - 72. Local project presentation sessions in each Biosphere reserve including awareness and demonstration actions involving local partners
  - 77. Design and organization of Biosphere Reserve Festivals
- a. The components and actions that shall be undertaken by the Seventh Contracting Party correspond to the eligible amount of 73.140,00 € (seventy-three thousand, one hundred and forty Euros);
  - b. The financial contribution of the Programme provided to the Seventh Contracting Party shall be at the most 73.140,00 € (seventy-three thousand, one hundred and forty Euros).
10. The Eighth Contracting Party, 7<sup>th</sup> Partner Entity shall undertake to develop the following components and actions:
- 15. Mapping the BR ecosystem diversity
  - 16. Identification of potential Ecosystem Services (ES) associated with ecosystems
  - 21. Selection of key ES for the sustainable development of BR
  - 22. Selection of indicators and development of methodology for assessing the condition / status of

ES

- 23. ES condition / status assessment
- 24. ES valuation proposal (add value)
- 26. Mapping BR ES
- 28. ES modelling to assess the effectiveness of management and conservation measures
- 29. Use of key ES in mitigation and adaptation to climate change in BR - pilot action
- 51. Capacitation of local BR decision makers in implementing the Sustainable Management Plans
- 52. Technical workshop on ecosystem services

Also, the Eighth Contracting Party will assure also participation on the following transversal actions:

- 54. Program of visits and transfer of experiences between Portuguese BR and donor countries
  - 55. Final project seminar
    - a. The components and actions that shall be undertaken by the Eighth Contracting Party correspond to the eligible amount of 40.178,03 € (forty thousand, one hundred and seventy eight Euros and three cents);
    - b. The financial contribution of the Programme provided to the Eighth Contracting Party shall be at the most 40.178,03 € (forty thousand, one hundred and seventy eight Euros and three cents).
11. The Ninth Contracting Party, 8<sup>th</sup> Partner Entity shall undertake to develop the following components and actions:
- 21. Selection of key ES for the sustainable development of BR
  - 24. ES valuation proposal (add value)
  - 26. Mapping BR ES
  - 51. Capacitation of local BR decision makers in implementing the Sustainable Management Plans
  - 52. Technical workshop on ecosystem services

Also, the Ninth Contracting Party will assure also participation on the following transversal actions:

- 54. Program of visits and transfer of experiences between Portuguese BR and donor countries
- 55. Final project seminar

- a. The components and actions that shall be undertaken by the Ninth Contracting Party correspond to the eligible amount of 36.701,04 € (thirty-six thousand, seven hundred and one Euros and four cents);
  - b. The financial contribution of the Programme provided to the Ninth Contracting Party shall be at the most 36.701,04 € (thirty-six thousand, seven hundred and one Euros and four cents).
12. The Tenth Contracting Party, 9<sup>th</sup> Partner Entity shall undertake to develop the following components and actions:
  54. Program of visits and transfer of experiences between Portuguese BR and donor countries
  55. Final project seminar
- a. The components and actions that shall be undertaken by the Tenth Contracting Party correspond to the eligible amount of 10.000,00 € (ten thousand Euros);
  - b. The financial contribution of the Programme provided to the Tenth Contracting Party shall be at the most 10.000,00 € (ten thousand Euros).

#### **Clause Four**

##### **(Duration)**

1. The present Agreement shall be in effect for the period of the implementation of the Project (between 12/11/2020 and 11/05/2023). The Agreement may be extended beyond the end of the Project if the Parties find it convenient to maintain the Partnership.
2. Without prejudice for the preceding number, the duties, responsibilities and obligations of the Parties towards the Programme will be maintained, in the terms and for the period of time defined in the respective Project Contract.

## **CHAPTER II**

### **BUDGET, PLAN AND OTHER FINANCIAL ISSUES**

#### **Clause Five**

##### **(Budget and Financial Plan)**

The Contracting Parties agree to fulfil the detailed budget, including cost per component, as well as the respective financial plan and completion milestones, as defined in the Project Contract and which is attached to this Partnership Agreement.

## Clause Six

### (Financial Contribution)

1. The financial contribution of the Contracting Parties to complete the Project funding up to a maximum of 0% of the necessary contribution, shall be, in accordance with the financial plan:
  - a. **Promoter: 723.123,60 €** (seven hundred and twenty three thousand, one hundred and twenty three Euros and sixty cents), being the contribution up to the amount of 0,00€ (zero Euros);
  - b. **1<sup>st</sup> Partner Entity, Second Contracting Party: 323.243,41 €** (three hundred and twenty-three thousand, two hundred and forty-three Euros and forty-one cents), being the contribution up to the amount of 0,00€ (zero Euros);
  - c. **2<sup>nd</sup> Partner Entity, Third Contracting Party: 354.929,88 €** (three hundred and fifty-four thousand, nine hundred and twenty-nine Euros and eighty-eight cents), being the contribution up to the amount of 0,00€ (zero Euros);
  - d. **3<sup>rd</sup> Partner Entity, Fourth Contracting Party: 424.731,25 €** (four hundred and twenty four thousand, seven hundred and thirty one Euros and twenty five cents), being the contribution up to the amount of 0,00€ (zero Euros);
  - e. **4<sup>th</sup> Partner Entity, Fifth Contracting Party: 159.355,25 €** (one hundred and fifty-nine thousand, three hundred and fifty-five Euros and twenty-five cents), being the contribution up to the amount of 0,00€ (zero Euros);
  - f. **5<sup>th</sup> Partner Entity, Sixth Contracting Party: 39.396,01 €** (Thirty-nine thousand, three hundred and ninety-six Euros and one cent), being the contribution up to the amount of 0,00€ (zero Euros);
  - g. **6<sup>th</sup> Partner Entity, Seventh Contracting Party: 73.140,00 €** (Seventy-three thousand, one hundred and forty Euros), being the contribution up to the amount of 0,00€ (zero Euros);
  - h. **7<sup>th</sup> Partner Entity, Eighth Contracting Party: 48.214,03 €** (Forty-eight thousand, two hundred and fourteen Euros and three cents), being the contribution up to the amount of 0,00€ (zero Euros);
  - i. **8<sup>th</sup> Partner Entity, Nineth Contracting Party: 42.533,04 €** (Forty-two thousand, five hundred and thirty three Euros and four cents), being the contribution up to the amount of 0,00€ (zero Euros);
  - j. **9<sup>th</sup> Partner Entity, Tenth Contracting Party: 10.000,00 €** (Ten thousand Euros), being the contribution up to the amount of 0,00€ (zero Euros).
2. The deposit of the financial contribution shall be demonstrated by the bank extract associated with the Project.

## **Clause Seven**

### **(Indirect Costs)**

1. The indirect costs in Project (overheads) will be identified in accordance with Art. 8.5.1 (a), (b), (c) or (d), Art. 8.5.2 and 8.5.3 of the EEA Regulation.
2. Based on the abovementioned regulation, the maximum amount allocates to the indirect costs are as follows:
  - a) The indirect costs in Project (overheads) for the Promoter will be identified in accordance with Art. 8.5.1 (b) of the EEA Regulation, with the maximum amount: 100.938,68 € (one hundred thousand, nine hundred and thirty eight Euros and sixty eight cents);
  - b) The indirect costs in Project (overheads) for the 1<sup>st</sup> Partner Entity, Second Contracting Party will be identified in accordance with Art. 8.5.1 (c) of the EEA Regulation, with the maximum amount: 33.135,44 € (thirty-three thousand, one hundred and thirty-five Euros and forty-four cents);
  - c) The indirect costs in Project (overheads) for the 2<sup>nd</sup> Partner Entity, Third Contracting Party will be identified in accordance with Art. 8.5.1 (b) of the EEA Regulation, with the maximum amount: 59.154,98 € (fifty-nine thousand, one hundred and fifty-four Euros and ninety-eight cents);
  - d) The indirect costs in Project (overheads) for the 3<sup>rd</sup> Partner Entity, Fourth Contracting Party will be identified in accordance with Art. 8.5.1 (b) of the EEA Regulation, with the maximum amount: 18.630,21 € (eighteen thousand, six hundred and thirty Euros and twenty-one cents);
  - e) The indirect costs in Project (overheads) for the 4<sup>th</sup> Partner Entity, Fifth Contracting Party will be identified in accordance with Art. 8.5.1 (b) of the EEA Regulation, with the maximum amount: 26.559,21 € (twenty-six thousand, five hundred and fifty-nine Euros and twenty-one cents);
  - f) The indirect costs in Project (overheads) for the 5<sup>th</sup> Partner Entity, Sixth Contracting Party will be identified in accordance with Art. 8.5.1 (b) of the EEA Regulation, with the maximum amount: 1.732,67 € (One thousand seven hundred and thirty-two Euros and sixty-seven cents);
  - g) There is no indirect costs in Project (overheads) for the 6<sup>th</sup> Partner Entity, Seventh Contracting Party;
  - h) The indirect costs in Project (overheads) for the 7<sup>th</sup> Partner Entity, Eighth Contracting Party will be identified in accordance with Art. 8.5.1 (b) of the EEA Regulation, with the maximum amount: 8.036,00 € (Eight thousand and thirty-six Euros);

- i) The indirect costs in Project (overheads) for the 8<sup>th</sup> Partner Entity, Ninth Contracting Party will be identified in accordance with Art. 8.5.1 (b) of the EEA Regulation, with the maximum amount: 5.832,00 € (Five thousand, eight hundred and thirty two Euros);
  - j) There is no indirect costs in Project (overheads) for the 9<sup>th</sup> Partner Entity, Tenth Contracting Party .
3. Each of the Contracting Parties is responsible for justifying the amount and percentage to be used, in conformity with the detailed methodology published on the Programme's website – estimated cost method.

#### **Clause Eight**

##### **(Advanced Payments)**

1. The Partner Entity is entitled to advanced payments, which shall be performed through the Project Promotor, considering the percentage of work previously distributed to the Partner Entity and the funds transfer from the Programme Operator through its designated channels, in conformity with the rules of the Programme.

#### **Clause Nine**

##### **(Monetary Unit and Currency Exchange)**

1. The Parties agree that the monetary unit of the Partnership is the Euro.
2. The currency exchange rule for expenditure and its reimbursement will be on the basis of Art. 8.6 of the EEA Regulation.

#### **Clause Ten**

##### **(Rules regarding Market Risk from Changes in Foreign Exchange)**

All market risk from variations in the foreign exchange rate shall be assumed by the Contracting Party who submitted the expenditure in foreign currency.

### **CHAPTER III**

#### **COMMUNICATION BETWEEN THE PARTIES**

#### **Clause Eleven**

##### **(Communication in writing and receipt)**

1. Any notification, notice, agreement, approval, observation or decision concerning this Agreement

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shall be communicated in writing to the other Party, in the standard format, whenever this is provided, together with all the necessary approvals and signatures.

2. Whenever this Agreement specifies Contractual deadlines for submitting a communication in written form, the Party responsible for its submission shall take all the necessary measures to assure the timely reception of that communication by the other Party, and will require a confirmation receipt.
3. Parties will further use normal means of communication throughout the Project execution, such as e-mail, telephone, video conferencing etc., in addition to the regular face to face meetings, which will be held in convenient and agreed locations.

### **Clause Twelve**

#### **(Official addresses)**

1. The official addresses for all the documents are the following:
  - a) For the Project Promoter: Elisa Pérez Babo, Rua Tomás Ribeiro nº 412, 2º andar. 4450-295 Matosinhos (Portugal);
  - b) For the 1<sup>st</sup> Partner Entity, Second Contracting Party: Cláudia Cavadas, Paço das Escolas, 3004-531 Coimbra (Portugal);
  - c) For the 2<sup>nd</sup> Partner Entity, Third Contracting Party: João Sàágua, Campus de Campolide, 1099-032 Lisboa (Portugal);
  - d) For the 3<sup>rd</sup> Partner Entity, Fourth Contracting Party: Pedro Celeste, Rua do Poço 155, 1º. 2645-536 Alcabideche (Portugal);
  - e) For the 4<sup>th</sup> Partner Entity, Fifth Contracting Party: Maria Teresa Ferreira Soares Mendes, Rua Pedro Nunes, 3030 - 199 Coimbra (Portugal);
  - f) For the 5<sup>th</sup> Partner Entity, Sixth Contracting Party: José António Matos, Rua Cidade de Rabat, 38 – r/cr.1500 – 164 Lisboa (Portugal);
  - g) For the 6<sup>th</sup> Partner Entity, Seventh Contracting Party: Inês Filipa Abreu de Castaño, Rua Carolina Michaelis de Vasconcelos, n.º 28, 7.º direito. 1500-145 Lisboa (Portugal);
  - h) For the 7<sup>th</sup> Partner Entity, Eighth Contracting Party: Magnus Holtermann, Muséplassen 1, Postboks 7800, 5020 Bergen (Norway);
  - i) For the 8<sup>th</sup> Partner Entity, Ninth Contracting Party: Rune Heradstveit, Kvassnesvegen 23, 5914 Isdalstø (Norway);
  - j) For the 9<sup>th</sup> Partner Entity, Tenth Contracting Party: Áslaug Dóra Eyjólfsdóttir, Sölvhólgata 4, 101 Reykjavík (Iceland).
2. The contact persons are:
  - a) For the Project Promoter: Elisa Pérez Babo, email: [elisab@quaternaire.pt](mailto:elisab@quaternaire.pt); and António Abreu, email: [aabreu@quaternaire.pt](mailto:aabreu@quaternaire.pt) ;



- b) For the 1<sup>st</sup> Partner Entity, Second Contracting Party: Cláudia Cavadas, email: vr.claudia.cavadas@uc.pt; also RSO-Research Support Office, email: dapi@uc.pt;
  - c) For the 2<sup>nd</sup> Partner Entity, Third Contracting Party: João Sàágua, email: research@fcsh.unl.pt;
  - d) For the 3<sup>rd</sup> Partner Entity, Fourth Contracting Party: Pedro Celeste, email: pceleste@pca.mail.pt;
  - e) For the 4<sup>th</sup> Partner Entity, Fifth Contracting Party: Maria Teresa Ferreira Soares Mendes and Carlos Sequeira, email: cerqueira@ipn.pt;
  - f) For the 5<sup>th</sup> Partner Entity, Sixth Contracting Party: José António Matos, email: jose.matos@ordembiologos.pt;
  - g) For the 6<sup>th</sup> Partner Entity, Seventh Contracting Party: : Inês Filipa Abreu de Castaño, email: inesabreucastano@gmail.com;
  - h) For the 7<sup>th</sup> Partner Entity, Eighth Contracting Party: Magnus Holtermann, email: post@fa.uib.no;
  - i) For the 8<sup>th</sup> Partner Entity, Ninth Contracting Party: Rune Heradstveit, email: rune.heradstveit@nordhordland.net;
  - j) For the 9<sup>th</sup> Partner Entity, Tenth Contracting Party: Áslaug Dóra Eyjólfsdóttir, email: aslaug.dora.eyjolfsdottir@mrn.is.
- 3. The main contact persons may provide additional collaborators contact data for specific issues.
  - 4. The Parties will communicate in writing, within 5 working days, any change concerning the official addresses mentioned in the previous paragraph.

## **CHAPTER IV**

### **ROLES AND RESPONSABILITIES OF PROMOTER AND PARTNER ENTITY**

#### **Clause Thirteen**

##### **(Joint Commitment of the Parties)**

- 1. The Parties are committed to carry out their tasks and responsibilities related to the implementation of this Agreement, based on an appropriate management, the principles of transparency and Partnership, according to the national legislation in force and the legal framework of the EEA Financial Mechanism 2014-2021 (art. 1.3. of the EEA Regulation) in this domain.
- 2. The Parties undertake the responsibility to inform each other regularly on the activities related to the implementation of the EEA Financial Mechanism 2014-2021.
- 3. The progress of the Project or the analysis of aspects related to this Agreement shall be discussed in quarterly meetings, or whenever necessary.

4. The Parties agree to use the information and documents obtained or to which they have access during the implementation period of the programme/Project according to this Agreement in accordance with the national legislation in force and legal framework of the EEA Financial Mechanism 2014-2021 (art. 1.3. of the EEA Regulation), with respect to the legal provisions on transparency, access to information and personal data protection.

#### **Clause Fourteen**

##### **(Confidentiality)**

1. Without prejudice to paragraphs 3 and 4 of this Article, the Partners undertake to reciprocally maintain the confidentiality of the information transmitted under this Agreement which may give rise to intellectual property protection, as well as negotiations between whether or with third Parties, for the purpose of pursuing the object of this Agreement, by not disclosing to third Parties, by publishing or by any means making known, any information relating to the products, to the Projects, or to the Partners, without the prior written consent of the other members.
2. The confidentiality obligation shall apply to employees of the Partners who have access to the products and information relating to them or to the Project.
3. Results that do not give rise to intellectual property rights may be disseminated, notably through technical and scientific conferences, publication in scientific or technical journals, or stored in open access databases.
4. In addition to the provisions of paragraphs 1 and 3 of this Article, the following shall also be excluded from the obligation of confidentiality: information about the products or the Project which:
  - a) Do not give rise to protection by title of intellectual property;
  - b) Be in the public domain at the time of disclosure;
  - c) Are published or become public domain for reasons unrelated to any act of responsibility of the Party that has disclosed it.

#### **Clause Fifteen**

##### **(Intellectual Property Rights)**

1. The intellectual property rights obtained by each of the members of the Partnership prior to the beginning of the Project and which are used herein remain the property of their owners.
2. Intellectual property rights over the results of the implementation of the Project shall belong to the members who have contributed to its creation.
3. In the case of use of the results referred to in the preceding paragraphs, an agreement will be made in advance by the Partner(s), determining the terms of said use and the amount of compensation to

be paid to the remaining (s) Partner (s), which shall be equivalent to the market prices for Intellectual Property rights resulting from such activity.

4. Members of the Partnership shall take appropriate measures to demonstrate, promote and disseminate Project results which, for any reason, are not capable of generating intellectual property rights and constitute a Contractual obligation.
5. The Parties to this Agreement have equal rights to unlimited use of the reports, manuals and corresponding documents resulting from the Project.

#### **Clause Sixteen**

##### **(Promoter Obligations)**

1. The leader of the Partnership is the Promoter.
2. The Promoter's responsibilities as a leader of the Partnership relate to:
  - a) Undertake the general coordination of the Partnership;
  - b) Manage the EEA Grants financial contribution regarding its allocation and payment to Partner Entity, according to the Partnership agreement, and any decisions set out in the Programme Agreement.
  - c) Submit payment requests to the Programme Operator regarding the eligible costs of the Partner Entity(ies);
  - d) Transfer the Partner Entity(ies) amounts using the bank account dedicated to the Project;
  - e) Ensure the communication with the Programme Operator about any issue related to the execution of the Project.
  - f) Certify that, during the Agreement activity, the value of the budget agreements does not exceed the total Project budget allocated to the Parties.
  - g) Ensure efficient payments to the Partner Entity based on appropriate documentation, in accordance with Portuguese law and EEA Regulation.
  - h) Ensure the preservation of the assumptions considered for the approval of the grant;
  - i) Maintain a duly organised folder within its facilities, containing all documents susceptible of confirming the information and statements given during the Project, as well as all expenditure documentation; this folder being maintained for a period of four years;
  - j) Respect the rules regarding information and advertising defined for the Programme;

- k) Ensure, in general, the fulfilment of all obligations assumed by the Promoter in the Contract that shall be celebrated with the Programme Operator, including control and monitoring of the Project;
- l) Ensure the information of the Project implementation progress to the Partner entities. The Promoter shall provide copies of progress and financial reports upon request of Partner entity, and each year;
- m) Perform all tasks mentioned previously with respect to the national regulations and the regulation of the EEA Financial Mechanism 2014-2021 (Art.1.3. of the EEA Regulation).

#### **Clause Seventeen**

##### **(Partner Entity Obligation(s))**

1. Without prejudice to all other obligations defined in this Contract, the Partner Entity agrees to:
  - a) Start, with the Promoter, the implementation of the Project no later than/within of 30 (thirty) days after the date of communication of the grant decision.
  - b) Execute diligently the components/actions of the Project which are under their responsibility, in accordance with the Contract and its Annexes, and reach the goals or objectives set in the Project;
  - c) Carry out all legal obligations in due time, such as the fiscal and social security obligations to which they are bound to;
  - d) Provide, within the established timeframes, all elements which are requested by the Program Operator or any of the competent authorities for monitoring, control and audit of the implementation of the Project;
  - e) Communicate to the Promoter any alteration or occurrence which undermines any assumption considered for the approval of the Project or its execution;
  - f) Maintain the Project's accounts organised;
  - g) Maintain a duly organised folder within its facilities, containing all documents susceptible of confirming the information and statements given during the Project, as well as all expenditure documentation; this folder being maintained for a period of five years;
  - h) Do not use the assigned Project's grant for any other purpose or in any other way, in whole or in part, without prior permission from the Promoter and the Programme Operator;
  - i) Ensure collaboration with the Promoter, in accordance with the EEA Regulation, in preparation of the interim and final reports on the technical and financial implementation of the Project;
  - j) Ensure the maintenance of the assumptions considered for the approval of the grant:

- k) Respect the rules regarding information and advertising defined for the Programme;
- l) Allow control and monitoring as defined by the Programme;
- m) The costs claimed by each Donor Project Partner must be certified by an independent and certified auditor, stating that the claimed costs are incurred in accordance with the EEA Financial Mechanism 2014-2021 Regulation, the national law and accounting practices of the Project Partner's country or a report issued by a competent and independent public officer recognised by the relevant national authorities as having a budget and financial control capacity over the entity incurring the costs and who has not been involved in the preparation of the financial statements, certifying that the claimed costs are incurred in accordance with this Regulation, the relevant law and national accounting practices.

## **CHAPTER V**

### **MONITORING AND CONTROL**

#### **Clause Eighteen**

##### **(Monitoring and Control of the Project)**

1. The Project's implementation shall be subject to monitoring by the Programme Operator, which supervises work progress and execution of expenditure, in order to achieve the goals and objectives agreed upon.
2. The Parties shall cooperate in the production of the reports that the Promoter is obliged to present under the terms of the Project Contract.
3. Projects are subject at all times, to the possibility of financial, physical and technical verification actions by the Promoter or, at its request, by the Programme Operator.
4. The Promoter can be audit at any stage by the Program Operator, on site or by request of a sample, whenever an occurrence of mandatory verification is identified or when there is reasonable doubt surrounding the circumstances of the physical or financial implementation of the Project.
5. The financial verification of the Project is based on the expenditure documents presented by the Partner Entity(ies) to the Promoter and aims to confirm:
  - a) The legality of the expenditure documents registered in the expenditure statements;
  - b) The compliance of the actions taken with the objectives established in the application;
  - c) The full compliance with payment procedures, including proof of financial flows, appropriateness of respective date and validity of receipts;

- d) A proper accounting of Project expenses in accordance with applicable accounting standards;
  - e) The formality of stamping the Project's original expenditure documents, as well as their correct accounting treatment.
6. The Parties must grant access to the EEA Programme's auditors, or any other entities which are legally enabled to do so, such as those mentioned in Chapter Ten of the Regulation on the Implementation of the European Economic Area Financial Mechanism 2014-2021, directly or through entities designated by them.

## **CHAPTER VI**

### **AGREEMENT VICISSITUDES**

#### **Clause Nineteen**

##### **(Fortuitous Events and Force Majeure)**

1. The obligations arising from this Agreement shall be suspended whenever their fulfilment is not possible due to occurrence of a fortuitous or force majeure event, as legally defined, being the Party(ies) unable to fulfil it obliged to inform this fact in writing, within 2 (two) working days, as well as the foreseen date in which the fortuitous or of force majeure situation will be normalized, which cannot exceed more than a 3 months renewable period, subject to the assessment carried out by the Programme Operator .
2. For the purposes of the previous paragraph, only those obligations in which a Party is completely unable to fulfil because of fortuitous events or force majeure are suspended, leaving all remaining obligations unchanged and in full force.
3. Cases of force majeure are those that, not being foreseeable or surmountable, produce an effect regardless of the Parties' will. Namely, force majeure cases can be: natural phenomena or disasters, epidemics, governmental restrictions, wars, revolutions, acts of piracy or sabotage, labour strikes and occupation of manufacturing facilities.

#### **Clause Twenty**

##### **(Cession of Agreement Position – Transmission of Rights and Obligations)**

1. The cession of the Promoter's and/or of the Partner Entity(ies) Contractual position can only take place for reasons duly justified and after authorization by the Programme Operator.
2. The Programme Operator may, at any moment, yield its position to a third Party, namely to the Financial Mechanism Office Financial Mechanism Committee or to a Person or Entity designated by

it, cession to which the Promoter gives its unconditional consent.

3. In case of cession of the agreement between the Financial Mechanism Committee the Financial Mechanism Office, regardless of the reason, the rights and obligations of the Programme Operator which result from the present Agreement are transmitted automatically to that Office or to the Person or Entity designated by it, leaving the Project Promoter legally bound before that Person or Entity in the same legal manner as previously with the Programme Operator.

#### **Clause Twenty-One (Agreement Amendments)**

This Agreement constitutes the set of terms and conditions which the Parties have agreed to, regarding the matters under its scope, which may not be amended or modified without a written consent by all Parties, in the form of an Amendment to the present Agreement upon acknowledgment and consent by the Programme Operator, through its designated channels.

#### **Clause Twenty-Two (Non Exercise of Rights)**

The non exercise (total or partial) of the rights and powers arising from this Agreement, by any of the Parties, in no event may signify a waiver of such rights or powers or lead to their termination; the same shall keep valid and effective notwithstanding that non-exercise.

#### **Clause Twenty-Three (Invalidity or Agreement Impossibility)**

In case this Agreement is declared void or voidable, in whole or in part, or its accomplishment is made impossible by legal disposition or by a third Party, the Parties shall complete all actions and celebrate all necessary deals in order to achieve the same result, without the vices that determined the nullity or annulment of the Agreement or to make possible its full completion.

#### **Clause Twenty-Four (Restructuring or reorganization)**

If one Party is subject to the procedure of restructuring or reorganization, this procedure will be communicated to the other Party by written notice, with a confirmation of receipt. This shall not exclude nor relieve the Party for its fulfilled tasks. Otherwise, in what concerns the ongoing or future actions, the Project Promoter will take action to amend this Agreement based on national legislation in force and/ or legal framework of the European Economic Area Financial Mechanism 2014-2021 (Art.1.3. of the EEA Regulation) applicable concerning the liability of any nature this would be.

**Clause Twenty-Five  
(Disputes)**

Any dispute between the Parties concerning the construction, meaning or effect of this agreement or the rights or liabilities of the Parties hereunder, or any matter arising out of the same or connected therewith shall be referred to arbiters to be agreed by both parts or, in default of such agreement, nominated on the application of either Party.

**CHAPTER VII  
OTHER PROVISIONS**

**Clause Twenty-Six  
(Applicable law and jurisdiction)**

1. The provisions of this Agreement shall be governed, interpreted, understood and applied in accordance with the national legislation in force and the legal framework of the EEA Financial Mechanism 2014-2021 (Art.14.3. of the EEA Regulation) in the area PA 11/PA 13(chose).
2. If there are any inconsistencies or differences between the provisions of this Agreement on the one hand, and of the national legislation in force or the EEA Regulation, on the other hand, the latter shall prevail.
3. In all matters not expressly provided for, the legal provisions of the Portuguese legal system shall apply, without prejudice to the provisions contained in the Regulation on the Implementation of the European Economic Area Financial Mechanism 2014-2021 and the Programme Operator rules governing the Programme.
4. The Parties are obliged to explore all possibilities in order to reach an amiable solution, where differences in interpretation or application of the present Agreement arise.

This Agreement has been concluded today and is signed in 11 originals, one for each Contracting Party. In addition, another original copy shall be signed and submitted to the Programme Operator to be annexed to the Project Contract.

Lisbon, November, 2020



**Iceland  
Liechtenstein  
Norway grants**

Assinado por: MARIA ELISA PEREZ DA SILVA  
BABO  
Num. de Identificação Civil: BI034517383  
Data: 2020.11.05 14:11:26 Hora padrão de GMT



**CARTÃO DE CIDADÃO**

**Promoter**

[Maria Elisa Pérez da Silva Babo]

[Quaternaire Portugal – Consultoria para o

Desenvolvimento, SA]

O Administrador por delegação de assinatura  
Assinado por: JOSÉ FRANCISCO ANGELINO

BRANCO

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Certificado por: Diário da República Eletrónico.

Atributos certificados: Administrador -

Universidade Nova de Lisboa.



**CARTÃO DE CIDADÃO**

**Entity**

[João de Deus Santos Sáágua]

[Universidade Nova de Lisboa – Faculdade de  
Ciências Sociais e Humanas]

Assinado por: Maria Teresa Ferreira Soares

Mendes

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Data: 2020.11.18 16:56:07 +0000



**CHAVE Móvel**



**CHAVE Móvel**

[Maria Teresa Ferreira Soares Mendes and  
Fernando Amílcar Bandeira Cardoso]

[Instituto Pedro Nunes, Associação para a  
Inovação e Desenvolvimento em Ciência e Tecnologia]

Assinado por: Inês Filipa Abreu de Castaño

Num. de Identificação: BI13030474

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**CHAVE Móvel**

**Entity**

[Inês Filipa de Abreu de Castaño]

[KEEP – Knowledge for Peace, People and the  
Planet, Association/Associação para a Paz, as Pessoas  
e o Planeta]

Rune Heradstveit

**8th Partner Entity**

[Rune Heradstveit]

[Nordhordland Utviklingsselskap IKS]

**NORDEHORDLAND  
UTVIKLINGSSKAP IKS**



**REPÚBLICA  
PORTUGUESA**

AMBIENTE E  
AÇÃO CLIMÁTICA

Assinado por: CLÁUDIA MARGARIDA GONÇALVES

CAVADAS

Num. de Identificação: 07742900

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Certificado por: Diário da República Eletrónico.

Atributos certificados: Vice-Reitora - Universidade

de Coimbra.



**CHAVE Móvel**

**1st Partner Entity**

[Cláudia Margarida Gonçalves Cavadas]

Assinado por: PEDRO MANUEL AMADOR

RODRIGUES CELESTE

Num. de Identificação: BI055028667

Data: 2020.11.18 16:02:07 +00'00'



**CARTÃO DE CIDADÃO**

**3rd Partner Entity**

[Pedro Manuel Amador Rodrigues Celeste]

[PC&A – Consultores de Marketing Estratégico, Lda]

José António dos Santos Pereira de Matos

**5th Partner Entity**

[José António dos Santos Pereira de Matos]

[Ordem dos Biólogos]

Magnus Holtermann

Senior Legal Adviser

Division of Research and Innovation

[Magnus Holtermann and Benedicte Løseth]

[University of Bergen]

Read and approved by the  
Department of Biological  
Sciences UiB

Áslaug Dóra Eyjólfssdóttir

**9th Partner Entity**

[Áslaug Dóra Eyjólfssdóttir]

[Icelandic National Commission for UNESCO]

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НОРДНОРОДЛАД