

PARTNERSHIP AGREEMENT

Transparency International – Czech Republic, Sokolovská 260/143, CZ-180 00 Praha 8, Czech Republic, hereafter referred to as „TI CZ“ represented by David Ondráčka, Director

and

Name of the organization in its native language: **SIEĆ OBYWATELSKA WATCHDOG POLSKA**

Name of the organization in English: Citizens Network Watchdog Poland

Address: Ursynowska 22/2, Warsaw, 02-605, PL

Statutory representative: Szymon Osowski, President and Katarzyna Batko-Tołuć, VicePresident

Have concluded an agreement with the following content:

- I. The TI CZ and the Partner Organisation will co-operate within the project “Streaming Visegrad valueS - Under-represented topics of civic society in V4 into on-line media-feed” funded by the International Visegrad Fund (Kráľovské údolie, 8, 811 02 Bratislava, SK).
- II. The effective date of this Agreement is January 15, 2017. The expiration date is December 31, 2017.
- III. Co-operation will involve preparation and execution of mutual activities (dates are tentative and might be specified), leading to following Outputs:

1 Web page of the project (Product)

01/01/2017—01/03/2017

The project will have its own simple web presentation (and each partner will dedicate one separated subpage to project’s presentation as well).

2 Material research (Product)

02/01/2017—31/03/2017

3-pages long summaries from researches – all the material will have comparative aspect of differences and similarities of good practice in Visegrad countries civic society. English. Materials will be circulated and commented by all partners in order to intensify the scope of comparison.

3 Press release (Product)

07/02/2017—07/02/2017

First press release informing in all national languages about the start of the project.

4 Script-template (Product)

01/03/2017—31/03/2017

This English template will specify: > format of video-short (dialog, interview, talking head etc.) > overall dramaturgy of shots > duration of sequences and the whole video > length of written text and speeches > basic production notes.

5 Scripts (Product)

31/03/2017—30/05/2017

The scripts will be bilingual: English in comments, notes and directorial notes, national language for speeches according to Visegrad country, where it is shot.

6 Shooting I (Event—Public), Prague, CZ
05/06/2017—08/06/2017

7 Shooting II (Event—Public), Bratislava, SK
05/06/2017—08/06/2017

8 Shooting III (Event—Public), Warsaw, PL
23/05/2017—25/05/2017

9 Shooting IV (Event—Public), Budapest, HU
26/06/2017—29/06/2017

10 Subtitles (Product)
01/09/2017—01/09/2017

Each movie will have subtitles in all V4 languages and in English, so it will be prepared in all partner countries and for the spectators at home, on-line in all Visegrad countries and beyond. At project's Youtube channel all the language versions will be available.

11 Visegrad Civic Society Emerging Videos x 4 (Product)
01/09/2017—01/09/2017

12 Press releases x V4 (Product)
11/09/2017—11/09/2017

Press release on SVISS project and its intentions, stakeholders and Visegrad value informing about the problematics and funding of Visegrad fund.

13 Public debate – How to get good news from civic society to media (Event—Public), Bratislava, SK
15/09/2017—15/09/2017

14 Screening I (Event—Public), Bratislava, SK
15/09/2017—15/09/2017

15 Streamings x V4 (Event—Public), Budapest, HU
16/09/2017—30/11/2017

16 Screening II - Jeden svět / One world (Event—Public), Prague, CZ
7.–16. March 2018.

IV. Partner Organisation will:

- Appoint Partner Organisation representative
- Cover and secure Material research - 3-pages long summary from researches on agreed topic and inputs to other partners Material researches: all the material will have comparative aspect of differences and similarities of good practice in Visegrad countries civic society. English. Material will be circulated and commented by all partners in order to intensify the scope of comparison.
- Consult the script template with leader. This English template will specify: > format of video-short (dialog, interview, talking head etc.) > overall dramaturgy of shots > duration

- of sequences and the whole video > length of written text and speeches > basic production notes.
- Create and deliver the scripts with leader and partners. The scripts will be bilingual: English in comments, notes and directorial notes, national language for speeches according to Visegrad country, where it is shot. Scripts must cover the content for 5 minute long video. The work will be strongly cooperative, since the partners' writers will discuss their proceeding with each other and finally deliver the works to TICZ.
- *Shoot* the video in Warsaw - production lead and supervision. Associated partner for the production is Transparency International. WTCHDG will invite one representative of TI CZ to contribute to production. The shooting will be executed in Warsaw under production lead of WTCHDG. Associated partner for the production is Batory Foundation, which openly promised open collaboration in expert position for popular topic of freedom of information and gender aspects of corruption.
- *Secure written subtitles*: Polis/English version of subtitles to all the video-movies. Syncing of all the subtitles for the videos.
- Disseminate all videos through all achievable channels.
- *Send representative to*: Screening I (Event—Public), Bratislava, SK. The four shorts will be screened Bratislava. The audience will be addressed via all the program channels (printed, on-line, newsletters).
- *Translate and spread* 2 press-releases.
- *Dedicate* the subpage to project's presentation at partner's website.
- *Provide* TI CZ with all necessary documents related to the project activities (attendance lists, media coverage).
- Acknowledge the Fund's support of the Project (i) on all premises where events take place as part of the Project (in the form of a banner or flag), (ii) in all printed materials distributed as part of the Project and (iii) on all websites connected with the Project, including the Project website and the websites of the Grantee and of the Project Partners. All acknowledgements must visibly carry the logo of the Fund and, if on-line, must be directly linked to www.visegradfund.org. Acknowledgements in event venues must be present for the duration of the events; acknowledgements on-line must remain active for the whole Contractual Period of the Project.

V. TI CZ will:

- Coordinate the whole project and deal with all the communication with the donor including auditing, reporting and negotiations of potential amendments.
- Take over the web-presentation and on-line alliance.
- Coordinate Material research (Product).
- Create and deliver English version of press releases and official communication of the project, PR and promotion.
- Create the Script-template. This English template will specify: > format of video-short (dialog, interview, talking head etc.) > overall dramaturgy of shots > duration of sequences and the whole video > length of written text and speeches > basic production notes.
- Coordinate the preparations of scripts.
- Shoot and produce the video in Prague.

- Co-produce, supervise and support all the shooting (Bratislava, Budapest, Warsaw).
- Coordinate editing, subtitling and fine-cutting of the videos.
- Prepare the agenda and organize the study visits, arrange transportation, accommodation, meals and interpretation.
- Participate in the press conferences and screenings.
- Control the project activities.
- Control financial management of the project.
- Prepare interim and final reports.
- Ensure media coverage of the project in the Czech Republic and beyond.
- Ensure the dissemination of results after the project execution.

VI. The Partner Organisation's expenses for implementation of this project will be covered by donation by the Transparency International – Czech Republic. In total the donation can amount up to EUR 2,490EUR.

VII. The estimated Partner Organisation budget is presented below:

1. Printing/publishing costs	-
2. Rent and related technical services	770.03
3. Expert fees/Fees for authors or artists	1265.12
4. Accommodation and board	202.02
5. Transportation and postage	148.01
6. Translation and Interpreting costs	104.35
7. Awards and prizes	-
8. Office supplies/consumption material	-
9. Promotional costs	-
10. Copyright, licenses, fees	-
	2,489.53

VIII. Payment schedule and bank account

Expenditures related to the project's cost will be reimbursed based on the copies of the respective supporting financial documents (receipts, invoices, proof of payments) unified in one invoice/charging note each month sent to and approved by the TI CZ, once in every two month to partner's bank account.



PARTNER'S BANK ACCOUNT

NAME: Bank PEKAO SA

Account no: PL

74 1240 3826 1111 0010 7271 4624

SWIFT: PKOP PL PW

Address: ul. Grzybowska 53/57, 00-950 Warszawa

IX. Reporting

- Materials for Financial Report, Final Report and Audit Report will be sent by partner to TICZ by until 24/11/2017 – brief narrative report, timesheets, payslips, proof of payments, all necessary documents related to the project activities (attendance lists), media coverage.

X. The budget is for the recipient binding in all its items. Any changes subject to approval by the TI CZ. The total budget is set at EUR, the exchange rate is not taken into account.

XI. The recipient agrees to use the donation solely in accordance with the purposes of the project, economically and keep relevant accounting records.

XII. The recipient shall return, at the request of the TI CZ, without undue delay means that have been used in breach of the terms of this Agreement.

Transparency International Czech Republic

Partner Organisation

David Ondráčka

Director

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