

**[Annex VI: Addendum to the Grant Agreements]**

ADDENDUM NO [...] TO THE GRANT AGREEMENT NO [...]

SIGNED BETWEEN [...]

**ADDITIONAL FINANCIAL AND CONTRACTUAL RULES APPLICABLE TO  
PROJECTS ORGANISING VIRTUAL ACTIVITIES DUE TO COVID-19**

Part I of II

The following rules **are amending** those in Articles I.2 and II.2 of Annex III and only apply to cases where virtual activities need to be organised due to COVID-19. Reporting on virtual activities is required in line with the rules provided in the grant agreement.

**Article I.2. Calculation and supporting documents for unit contributions**

[FOR VOLUNTEERING PROJECTS]

**B. Pocket Money**

(a) Calculation of the grant amount: the grant amount is calculated by multiplying the number of days, **including virtual activity days**, per participant (excluding accompanying persons) by the unit contribution applicable per day for the host country concerned as specified in Annex IV of the Agreement. One travel day before the **physical** activity and one travel day following the **physical** activity can be included for the calculation of the grant if relevant (and up to four additional days for participants receiving a green travel grant).

(a) Supporting documents:

- proof of attendance of the activity in the form of a declaration signed by the participant and the host organisation, specifying the: name of the participant, the purpose of the activity, the venue(s) and starting and end dates of the **physical and virtual** activity;

**D. Inclusion support**

- (a) Calculation of the grant amount: the grant amount is calculated by multiplying the number of days, **including virtual activity days**, per participant (excluding accompanying persons) by the unit contribution applicable per day for the host country concerned, as specified in Annex IV of the Agreement. One travel day before the **physical** activity and one travel day following the **physical** activity can be included for the calculation of the grant if relevant (and up to four additional days for participants receiving a green travel grant).
- (c) Supporting documents: proof of implementation of the additional measures and activities undertaken to promote social inclusion will be required in the form of a description of these measures in the final report. The beneficiary will also be required to provide proof of attendance of the activity in the form of a declaration signed by the participant and the host organisation specifying: the name of the participant, the host organisation, the purpose of the activity, venue(s), as well as the starting and end dates of the physical **and virtual** activity.

## Part II of II

The following rules **are additional** to those in Articles I.2 and II.2 of Annex III and only apply to cases where virtual activities need to be organised due to COVID-19. Reporting on virtual activities is required in line with the rules provided in the grant agreement.

### **Article I.2. Calculation and supporting documents for unit contributions**

Travel costs and language course fees are not eligible for virtual activities. Online linguistic support (OLS) should be provided in all cases.

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[FOR VOLUNTEERING PROJECTS]

#### **C2. Organisational support**

- (a) Calculation of the grant amount: The grant amount is calculated by multiplying the total number of days per participant in virtual activities by 35% of the unit contribution applicable per day for the host country concerned as specified in Annex IV of the Agreement.
- (b) Triggering event: the event that conditions the entitlement to the grant is that the participant has undertaken the activity.
- (c) Supporting documents: Proof of attendance of the activity in the form of a declaration signed by the host organisation specifying: the name of the participant, the name of the host organization, the purpose of the activity, as well as the starting and end dates of the virtual activity.
- (d) Reporting:

The beneficiary must report in the European Solidarity Corps reporting and management tool on all virtual activities realised under the project.

### **Article II.2. Calculation of actual cost**

[FOR BOTH VOLUNTEERING PROJECTS AND SOLIDARITY PROJECTS]

#### **A. Exceptional costs linked to virtual activities**

Beneficiaries are allowed to transfer up to 10% of the funds from any budget category based on unit contributions to exceptional costs in order to cover costs related to buying and/or renting of equipment and/or services necessary for the implementation of virtual mobility activities due to COVID-19, even if no funds were initially allocated to the “exceptional costs” budget category.

- (a) Calculation of the grant amount: the grant is a reimbursement of 100% of the eligible costs actually incurred for the participation of young people with fewer opportunities in virtual activities and of 75% of the eligible costs actually incurred for buying and/or renting of equipment and/or services.
- (b) Eligible costs:
- Costs directly related to participants with fewer opportunities and required to implement virtual activities;
  - Costs related to buying and/or renting of equipment and/or services necessary for the implementation of virtual mobility activities.
- (c) Supporting documents: proof of payment of the cost incurred on the basis of invoices specifying the name and address of the body issuing the invoice, the amount and currency, and the date of the invoice.
- (d) Reporting:
- The beneficiary must report in the European Solidarity Corps reporting and management tool whether exceptional costs were incurred;
  - In such case, the beneficiary must report in the European Solidarity Corps reporting and management tool the type of expenses as well as the real amount of related costs incurred.

## SIGNATURES

For the beneficiary/coordinator  
[function/forename/surname]

For the NA  
[forename/surname]

[signature]  
Done at [place], [date]

[signature]  
Done at [place], [date]