

**Contract on the Provision of Financial Resources
from the International Visegrad Fund's
Visegrad Grant No. 22420008**

(hereinafter only the "Contract")

1. CONTRACTING PARTIES

1.1 International Visegrad Fund

Address:	Hviezdoslavovo nám. 9, 811 02 Bratislava, SK
ID No.:	36060356
Bank name:	PKO BP S.A.
Bank seat:	Bratislava
IBAN:	SK7684500000000200003927
SWIFT/BIC:	BPKOSKBB

Represented by: **Linda Kapustová Helbichová**, Executive Director

hereinafter referred to as the "Fund"

and

1.2 Národná koalícia pre digitálne zručnosti a povolania Slovenskej republiky

Name:	National Coalition for Digital Skills and Jobs of the Slovak Republic
Address:	Bottova 7939/2A, Bratislava, 811 09, SK
Correspondence address:	, , ,
ID No.:	52828123
Bank details:	IBAN: SK0811000000002948115055 ; SWIFT/BIC: TATRSKBX; bank name: Tatra banka; bank seat: Hodžovo námestie 3, 811 06 Bratislava 1
Registered VAT Payer:	no

Represented by: **Mário Lelovský**

hereinafter referred to as the "Grantee"

1.3 The Fund and the Grantee are hereinafter jointly referred to as only "Contracting Parties".

1.4 The Contracting Parties enter into this Contract on the Provision of Financial Resources from the International Visegrad Fund under the conditions and with the subject matter stipulated below.

2. SUBJECT OF THE CONTRACT

2.1 The subject of this Contract is the definition of the conditions for the payment of financial support from the Fund to support activities of the Grantee within the project named "IT Fitness Test 2025", on the basis of the Grantee's proposal in the application submitted via the Fund's Online System as defined below (the "Application") under serial No. **22420008** (the "Project"). To avoid any doubts, Contracting Parties declare and agree that after the Application is submitted via the Online System, it cannot be changed by either Contracting Party.

2.2 The Grantee specified the following project partners for the implementation of the Project:

Partner No. 1.

Name of the organization in its native language: Asociace pro aplikovaný výzkum v IT, z. s.	
Name of the organization in English: Association for Applied Research in IT	
Address: Branická 26/43, Prague, 147 00, CZ	CZ
Statutory representative: Jaromír Hanzal	
BIN: 10684271	Registered VAT payer: yes

Partner No. 2.

Name of the organization in its native language: Związek Cyfrowa Polska	
Name of the organization in English: Digital Poland Association	
Address: ul. Ogrodowa 58, Warsaw, 00-876, PL	PL
Statutory representative: Michał Kanownik	
BIN: PL 5222802518	Registered VAT payer: yes

Partner No. 3.

Name of the organization in its native language: IVSZ – Digitális Vállalkozások Szövetsége	
Name of the organization in English: IVSZ - Association of Digital Companies	
Address: Tinódi utca 1-3. C épület fsz. 2., Budapest, 1095, HU	HU
Statutory representative: Dr. Balázs János Vinnai	
BIN: 01-02-0003269	Registered VAT payer: yes

All of the above-mentioned partners are hereinafter jointly referred to only as the "Project Partners".

2.3 The subject of the Project shall be supported by the Fund with an amount of up to **€40,610.00** under conditions set forth below in this Contract (the "Grant").

2.4 The Grantee is obliged to implement the Project in compliance with the time frame and financial and other conditions stipulated in the Contract.

2.5 The Grantee is obliged to keep the Fund updated with regard to the Project via the grant management online system available at <http://my.wisegradfund.org/> (the "Online System"). The Grantee is also obliged to submit requests for budget changes and extensions of the implementation period of the Project through the Online System as further specified in the Grant Guidelines. Requests for substantial changes must be submitted to the Fund in writing and approved by the Fund as further specified in the Grant Guidelines. The Grantee is obliged to inform the Fund with no delay (max. within 10 calendar days from such a change) in writing of any internal changes of the Grantee, such as changes of the Grantee's official name, registered seat, statutory representatives, registration for VAT, etc.

3. IMPLEMENTATION OF THE PROJECT

3.1 The Contracting Parties agree that the Project shall last from **01/11/2024** to **31/10/2025** (the "Implementation Period").

particular stages of the Project implementation are specified in Attachments No. 1 and 2 hereof ("List of Outputs" and "Calendar of Events"). The Grantee is obliged to maintain an up-to-date Calendar of Events. Any change in the dates, venues and details of events originally stipulated in the Calendar of Events must be updated and confirmed in the Online System within 30 to 10 calendar days prior to the planned date. The Grantee is allowed to modify the Calendar of Events without the Fund's prior approval to the extent specified in the Grant Guidelines. Unconfirmed events and/or unauthorized modifications in the List of Outputs and/or Calendar of Events will be disregarded during the evaluation of the Interim/Final Report and their related costs will not be reimbursed.

4. GRANT PAYMENT

4.1 The Grant shall be paid to the Grantee under the conditions set forth in Section 4.2 hereof in 2 installments as follows:

- the 1st installment in the amount of **€32,488.00** within 15 working days after the delivery of the valid and effective Contract by the Grantee to the Fund (the "First Installment"); Contracting Parties agreed that the Grantee is obliged to deliver to the Fund a final report, the contents and requisites of which are set forth in the Grants Guidelines published and available on the Fund's website, in the period under Article 6, section 6.2 of the Contract (the "Final Report");
- the 2nd (and final) installment in the amount of **€8,122.00** within 15 working days after the Final Report, Financial Statement and Audit Report are approved by the Fund according to Article 6 hereof (the "Final Installment"). Parties agreed that the Final Installment must be pre-financed by the Grantee and, if duly approved under the conditions set forth hereof, the Fund reimburses the due amount of the Final Installment.

4.2 The Grantee shall be entitled to the 2nd Installment and Final Installment of the Grant solely upon the approval of the Fund provided (i) the relevant reports relating to the particular installment were delivered by the Grantee to the Fund within the periods stated in Article 6 hereof and in the Calendar of Events/Outputs as specified in Attachment No. 2 hereto and (ii) such reports were approved by the Fund pursuant to Article 6 hereof.

4.3 The Fund reserves the right to deny the disbursement of the Grant or any part of it, in case the Grantee does not comply either with the Grant Guidelines mentioned in 4.4 and applicable at the time of the Application's submission, or the provisions of the present Contract. In such case, the Grantee shall not be entitled to any disbursement. The Fund also reserves the right to reduce the Grant or any part of it, in case the Grantee is entitled for any tax (VAT) refund from local authorities.

4.4 The Grantee declares that prior to signing this Contract they have made themselves familiar with the Grant Guidelines of the Fund which are applied by the Fund for the organization and treatment of the grants, including the Grant provided to the Grantee under this Contract, and which are published on the website of the Fund (www.visegradfund.org). The Grantee shall be obliged to accept all such rules and principles of the Fund.

4.5 The Fund is entitled to unilaterally change and/or amend the Grant Guidelines even through validity of the Contract and is in such case obliged to make the valid version thereof available at the Fund's website (www.visegradfund.org). The Grantee is obliged to comply with the updated Grant Guidelines after receiving a notification about changes and/or amendments by the Fund.

5. GRANT UTILIZATION

5.1 The Grant shall be used by the Grantee only to cover the direct expenses of the Project during the Implementation Period of the Project according to the budget plan which forms Attachment No. 1 hereof (the "Budget"). Up to 15% of the Grant may be used to cover Project overhead costs (operating costs directly linked to the Project).

5.2 The expenses required for the Project from the Grant cannot exceed the approved amount.

5.3 The Grant may only be used during the contracted Implementation Period. The part of the Grant not used during the Implementation Period shall be returned by the Grantee to the Fund upon request within 15 working days.

5.4 The Grantee shall use the Grant according to the Budget in an efficient and cost-effective way.

5.5 Any change in the qualified expenses as stated in the Budget exceeding the amounts in individual budget categories specified in the Grant Guidelines requires the prior approval of the statutory representative of the Fund. For such approval, a request must be submitted in the Online System with proper justification. Without the Fund's approval, the Grant may not be used to cover such changed expenses exceeding the amount qualified in the Budget.

5.6 The financial resources of the Grant other than overhead costs cannot be used for:

a) capital investments (tangible/intangible assets);
b) VAT refund for Grantees who request VAT compensation from local authorities;
c) the Grantee's own indirect costs (electricity/gas/water/telephone bills, etc.);
d) internal costs or invoices (rent of one's own premises, one's own accommodation and board); and
e) Grantee's own work—e.g. coordination of the Project, salaries, financial remuneration of employees (or any expenses related to employment based on the Labour Code, including daily allowances, part-time work, etc.).

6. REPORTING OBLIGATIONS AND RELATED CONTRACTUAL TERMS

6.1 The Grantee shall immediately inform the Fund in writing of any circumstance which may affect the realization of the Project or of any changes in the contractual conditions. The statutory representative of the Fund shall decide upon such circumstances and changes.

6.2 The Grantee shall deliver to the Fund:

<i>Report:</i>	<i>Covering the period from-to:</i>	<i>Latest delivery of report:</i>
Final Report	01/11/2024–31/10/2025	28/11/2025
Financial Statement	01/11/2024–31/10/2025	28/11/2025
Audit Report	01/11/2024–31/10/2025	28/11/2025

6.3 The reports under this Article hereof shall be drawn up in the qualified forms and according to the requirements and instructions published on the website of the Fund, mainly in the Grants Guidelines. The Fund reserves the right to deny any Report failing to meet this requirement.

6.4 All the reports except the Audit report shall be prepared and separately signed by the authorized representative of the Grantee. The Audit report shall be prepared by a certified auditor registered in a Chamber of Auditors of the country where the auditor resides.

6.5 The Financial Statements shall conform to the budget and shall mention expenditures related to the Project and shall comply with financial documents evidencing the utilization of the Grant. All financial documents (receipts, bills, contracts and invoices, etc.) related to a project must be kept for a period of at least 10 years and copies thereof delivered to the Fund upon request.

6.6 The Fund has the right to verify any data provided by the Grantee to the Fund. The Grantee hereby grants the Fund authorization to carry out any acts necessary for verifying any data provided by the Grantee to the Fund.

6.7 In case of any reservations of the Fund to the provided reports or any documentation attached thereto, the Grantee shall be obliged to revise such reports or documentation according to the requirements of the Fund within the period stated by the Fund.

6.8 The Fund reserves the right to determine the eligibility of each cost to be covered by the Fund.

6.9 The Grantee shall inform the Fund with no delay (max. within 10 calendar days from such a change) in writing of any internal changes of the Grantee, mainly but not limited to changes of the Grantee's official name, registered seat, statutory representatives, registration for VAT, etc.

HER CONTRACTUAL TERMS

All formal communication with the Fund must be conducted in English.

7.2 The Grantee is obliged to specify a bank account for the purposes of the grant disbursements realized by the Fund. All Project payments must be carried through the bank account owned by the Grantee.

7.3 The Grantee shall conduct bank transfer (non-cash) transactions only.

7.4 The Grantee is obliged to 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, (iii) in all public statements and presentations and (iv) on all web pages connected with the Project. All acknowledgements must visibly carry the current version of the Fund's logo and, if online, must be directly linked to www.visegradfund.org. Acknowledgements in event venues must be present for the duration of the events; acknowledgements online must remain active for the whole Contractual Period of the Project, at a minimum. The Grantee shall ensure that any of its Project Partners acknowledge the Fund's support for the Project to the same extent that the Grantee is obliged under this Contract. Further obligations of the Grantee regarding the acknowledgement of the Fund's support of the Project are specified in the Logo and Acknowledgement Manual (annex to the Grant Guidelines) of the Fund published on the Fund's website and the Grantee declares that prior to signing this Contract they have made themselves familiar with the Grant Guidelines and shall abide by this policy.

7.5 The Fund reserves the right to carry out monitoring visits of the Project and implementation thereof and carry out financial inspection of the Project and, if necessary, request additional documentation regarding the Project. The Grantee is obliged to allow visits from the Fund's staff or from personnel authorized by the Fund to make such visits, allow financial inspections and provide any materials related to the Project upon request.

7.6 The Fund (or person authorized by the Fund) is entitled to carry out an audit of the Grantee during the Contract validity and for three additional years after providing the final installment of the Grant to the Grantee based on this Contract. The Grantee is obliged to bear such an audit and provide the Fund with any accounting and other documents related to the Grant, and make and deliver the Fund copies therefrom.

7.7 The Fund undertakes to extend to the Grantee necessary co-operative support.

7.8 Both Contractual Parties may disclose information on the Project and enable access of the public to participate in the Project.

7.9 The Grantee takes note of the fact that the Fund accepts no responsibility for any contents of any Project outputs.

7.10 The Grantee declares that he shall be the bearer of all intellectual property rights and/or copyrights to any outputs of the Project or any part thereof (the "Outputs"). The Grantee hereby grants to the Fund under provisions of the Act No. 185/2015 Coll. Copyright Act (the "Copyright Act") a non-exclusive royalty free license, without territorial, time, material and technological limitations, to any Outputs of the Project or part thereof, so the Fund shall have mainly right to:

a) publicly disclose the Outputs and publish the Outputs in any way, e.g. on the Fund's website, in any Fund's materials, etc.;
b) alter and process the Outputs, mainly use the Outputs to create new work, according to the needs of the Fund;
c) include the Outputs to a database under §131 of the Copyright Act;
d) merge the Outputs with any other outputs or work;
e) make copies of the Outputs;
f) publicly distribute the Outputs;
g) to deal with the Outputs in any other way that is attributable to the author under the provisions of the Copyright Act.

7.11 The Parties agreed to adhere to the principles of environmental sustainability by all means possible in relation to the Project (saving electricity, water and other resources, preferring local goods and services and printing only if necessary and on both sides of the paper, etc.).

8. CONTRACTUAL SANCTIONS

8.1 The Fund shall be entitled against the Grantee for a contractual penalty in the amount of 20% of the amount of the Grant (the "Contractual Penalty"), if:

- a) any data provided by the Grantee turns out to be false or not up-to-date, or
- b) the Grantee fails to deliver to the Fund any of the reports according to this Contract in time, or
- c) the Grantee fails to observe the Budget or the Grant or any part of it is used in conflict with the terms stipulated in this Contract, or
- d) the Grantee breaches any of its obligations arising from Article 7 hereof.

8.2 The Contractual Penalty shall be paid by the Grantee within 15 working days from the written notice of the Fund. The Contractual Penalty payment shall not affect the Fund's right to request a damage compensation for any damages caused to the Fund.

8.3 The Fund shall be entitled to withdraw from the Contract, in case:

a) any kind of false/incorrect data/information is provided by the Grantee, or
b) any of the contractual requirements are not met by the Grantee or breached by the Grantee and the Grantee shall not remedy such deficiency or breach within an additional reasonable period provided by the Fund in the written call for the remedy, or
c) deficiencies are determined that could in a significant way affect the result or approved schedule during the implementation of the Project, mainly, but not limited to, the Project Outputs not meeting the requirements under this Contract and its attachments, or
d) the good reputation of the Fund is damaged by the Grantee, or
e) the Fund learns about a misuse of any funds granted to the Grantee by the Fund or the funds provided by the Fund are used, intentionally or negligently, for any other purposes than those specified in the Project.

8.4 The notice of withdrawal shall be delivered in writing in person or by registered mail to the address of the relevant Contracting Party stated in this Contract. The notice of withdrawal shall be considered received on the date of its delivery. If the delivery of the withdrawal notice is rejected by the relevant Contracting Party, the rejection date shall represent the date of delivery. In the case of postal deliveries, the withdrawal notice shall be considered received on the third day of its postal deposit, irrespective of the addressee's knowledge of such deposit.

8.5 If the Contract is terminated upon the withdrawal of the Fund therefrom, the Grantee shall automatically be obliged to return to the Fund the amount of the paid Grant within 15 working days.

8.6 In case the Grantee fails to observe the Budget or the Grant or any part of it is used in conflict with the terms stipulated in this Contract, the Grantee shall be obliged to return the amount of the paid Grant to the Fund within 15 working days at the call of the Fund.

8.7 When the Fund determines deficiencies that could significantly affect the result or approved schedule during the implementation of the Project, the Fund reserves the right to suspend the payment of the Grant or any part of it for a definite period.

8.8 If at any time (i.e., also after implementation of the Project) the Fund learns about a misuse of any funds granted to the Grantee by the Fund, and/or about unannounced and/or unauthorized changes within the Project and internal changes of the Grantee affecting the utilization of the provided Grant (mainly, but not limited to, changes of the Grantee's name, registered seat, statutory representatives, registration for VAT, etc.), the Grantee shall be obliged to return the full granted amount to the Fund within 15 working days at the call of the Fund.

AL PROVISIONS

This Contract shall be governed by Slovak law. Relevant provisions of the Civil Code of the Slovak Republic and other related regulations of the Slovak Republic shall apply to the relations regulated in this Contract, resulting from it and related to it.

9.2 Any disputes resulting from this Contract which could not be settled by mutual agreement of the Contracting Parties shall be resolved by Slovak courts.

9.3 This Contract shall enter into force on the day of its signing by both Parties. This Contract is concluded for a definite time period until 09/01/2026 (i.e., the implementation period + 50 working days), except the stipulations in Section 8.8 hereof which shall remain valid and effective for an indefinite time period.

9.4 Both Contracting Parties declare that they conclude this Contract of their free will, they have read its content and as evidence of their consent to its wording they voluntarily sign it as correct.

9.5 The Contract is drawn up in two identical counterparts in English. Each Contracting Party shall receive one counterpart of the Contract.

Done in Bratislava on 12/09/2024

Sig

entative

Signature of the Grantee's statutory representative

Attachment 1

to the Contract on the Provision of Financial Resources from the International Visegrad Fund's Visegrad Grant No. 2242000

List of Outputs:

Total approved sum: €40,610.00

IT Fitness Test 2025 Certified Testing (Product)

01/07/2025–30/06/2025

Certified testing period of the project is scheduled for launch in February 2025, running until 30 June 2025. Each partner will determine the specific launch date and format, preferably through a press conference. Before the official start of the testing, several preparatory activities will take place. This includes creating and localizing test items by all involved partners. The project team, where all partners are equally represented, will suggest the structure of the test items as well as multiple variations of the test questions. The questions will be revised by an experienced team who will provide methodological guidance and practical feedback. Technical updates to the website and adjustments in the web interface will be handled by a subcontracted company. All partners will draft the content of the website, conduct pilot testing at selected schools, and participate in the structured marketing and communication campaign. Preparations will also involve securing additional sponsors and engaging with governmental institutions for project endorsement - specifically ministries of education and ministries of digital transformation. Joint coordination among partners is conducted online on a regular basis, since all partners collaborate also within the current edition of the project. These meetings facilitate discussions regarding lessons learned, innovations as well as future improvements of the project.

Direct target groups:

Students of primary and secondary schools and universities: 80000

Selection/outreach: Test respondents will be approached via teachers, school principals, based on communication from ministries of education, motivating schools to take part in the project. Test respondents and their parents will also be approached directly with help of various tools, such as targeted online marketing campaigns executed via social media, Google Ads and/or pre-roll campaigns or via events attracting the target groups.

Dissemination/promotion

National marketing and communication campaign will be prepared and conducted in 2 phases by each partner – preparation for the testing and during the testing itself. Campaigns in the partner countries will be accommodated to the local landscape. Before the test is launched, all partners will draft a detailed campaign strategy and approach key stakeholders contributing to the project.

Role of the applicant and project partners

All partners will jointly draft test items in English, which will be consulted and revised by an expert panel. After finalizing, translating and localising test items to national languages and ensuring the piloting of the test, every partner prepares the official launch and continuously provides the necessary services to keep the IT Fitness Test fully accessible for the target groups – online support via helpdesk, maintenance and updates of the website and the tests. All project partners are responsible for planning and implementing marketing campaign and communication with relevant stakeholders - ministries, schools, sponsors etc. Partners are also responsible for organising a motivating contest and awarding prizes to the best respondents.

2 IT Fitness Test 2025 International Final Report (Product)

01/07/2025–31/10/2025

It is important that educators as well as representatives of ministries and other governmental or public administration institutions involved in digital transformation and education policies have access to data to help them in proper planning and adaptation of school curricula to meet the everyday digital skills needs. Another key area is to support coordinated activities which bring innovation to the education process. Based on the results of the testing, a summarising Final Report in English will be prepared, encompassing key findings from the testing for each country. A team of authors from partner institutions will be provided with key raw data by the Digital Coalition to prepare the report. The report usually encompasses information about composition of respondents according to age, gender and geographical base; success rate of respondents according to age, geographical base, test categories; comparison of success rate among students, teachers and public; success rate of schools and success rate of teachers. Each partner contributes to evaluation of data and their interpretation. The report also provides review with regards to international comparison. Final Report also outlines key recommendations for educational institutions and policy-makers regarding possible changes in the educational system - what schools and educators need to change in order to better reflect on identified shortcomings as well as suggestions for systemic changes in educational environment.

Direct target groups:

Education and digital transformation professionals: 4000

Selection/outreach: Representatives of ministries of education, ministries of digitalisation as well as local administrations, school founders and school principals in each country will be provided key data about the digital skills landscape as a baseline to amend school curricula and to better reflect on shortcomings identified during the testing. Our aim is to target not only schools that will have taken part in the testing, but also distribute the report to a wider community of stakeholders in the area of digitalisation and education.

Dissemination/promotion

The results will be presented during press conferences, which ensures proper media coverage and strong dissemination of results. Complex results will be shared with the authorities mentioned above – during roundtables, expert debates of closed meetings. The results from the project should serve as motivation for bringing changes to the educational systems in partner countries.

Role of the applicant and project partners

All partners will equally contribute to the preparation of the Final Report, summarising data for each country and providing analysis to the project coordinator, in accordance with the predefined structure. The report will be finalised and reviewed by an expert panel. All partners will promote the project results among the target groups of educational professionals, governmental representatives and school principals or teachers at a press conference and later distribute it online, by post and personally at other expert events. All partners will have a chance to translate and localise the Final Report to their national languages, or use the original English version. Each partner will print up to 100 copies of the Report and mostly focus on digital distribution.

Budget

Copyright, licenses, fees	5,700.00
Expert fees/Fees for authors or artists	21,400.00
Printing/publishing costs	3,450.00
Promotional costs	10,000.00
Total	40,610.00

Done in Bratislava, on 12/09/2024

Signature of the Fund's statutory representative

Signature of the Grantee's statutory representative

Attachment 2

to the Contract on the Provision of Financial Resources from the International Visegrad Fund's Visegrad Grant No. 22420008

Calendar of Events:

Implementation period: from 01/11/2024 to 31/10/2025

Financial Statement and Final Report deadline: 28/11/2025

Done in Bratislava on 12/09/2024

Signature of the Fund's statutory representative

Signature of the Grantee's statutory representative