



## **ADJUSTED GRANT AGREEMENT RULES DURING THE CORONAVIRUS PANDEMIC** **26 March, 2020**

Due to the coronavirus pandemic, many of our grantees find themselves unable to go on with their projects as planned and are forced to make changes - even if it means losing a significant amount of work. We understand the disappointment and worry you may be experiencing and will respond by being as flexible as possible. In this document you will find explanations of our adjusted rules on the ongoing grant agreements and instructions in case your project plans have been or will be affected by the pandemic.

### **I. Prolongation of grant term**

The European Cultural Foundation will accept an extension of up to 18 months, starting from the default expiry date of the grant agreement to fulfil the purpose for which the grant was obtained, and to submit the final report for those grantees whose project plans are affected by the coronavirus outbreak.

### **II. Adjustments to budget and activities**

In case it is still possible to complete the awarded project with minor adjustments to the budget (less than 15% deviation for a specific budget line) and to the activity plan, you may request the amendment of the grant agreement by submitting the updated budget and description of activities in advance.

### **III. Repurposing of the grant**

If due to the pandemic it is not possible at all to realise the awarded project's objectives, we will not request the reimbursement of the monies already spent. In addition, you may consider developing an alternative project plan for using the (remaining) grant, that, while still following the spirit the original grant call, is a better fit for the current situation. The proposal for a new project and budget must be submitted to ECF in advance for review and approval.

### **IV. Important guidelines**

- When estimating the duration of the prolongation you would like to request, we recommend that you keep in mind that the coronavirus pandemic may not pass as quickly as certain current estimations may predict.
- While offering a high level of flexibility in restructuring your budget, we insist that all project partners and collaborators be paid as agreed, and no one is left without their fees paid due to the pandemic.
- Although we show as much flexibility as possible in relation to the ongoing grant agreements, please note that reporting obligations (both narrative and financial) upon the completion of the project remain unchanged.



- As an explicit deviation from the grant agreement, if you end up not using the entire grant for the purpose stated in the agreement, and the deviation does not exceed 10% of the total grant, ECF will not require the repayment of the unused amount. If the unused amount of the grant exceeds 10% of the total grant, you are requested to get in touch with us. All such cases will be assessed on an individual basis.

#### **V. Procedure**

In order to request the prolongation of your grant agreement or propose changes to your budget and/or activity plan (as set out above), please complete and submit [this form](#). We will review your request and will follow up with you individually as soon as possible.

For any additional questions and practical matters, you can contact us at [cos@culturalfoundation.eu](mailto:cos@culturalfoundation.eu).

Stay safe and good luck!

The grants team of the European Cultural Foundation