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BACKGROUND AND BASIC INFORMATION ON THE SCHOLARSHIP PROGRAMME: click [here](#)

### Between

Partner 1: The offering organisation

FORUM SYNERGIES aisbl  
Rue de Sceptre 10  
B-1050 Bruxelles

Partner 2: The host

Name  
Postal address  
City

Partner 3: The trainee

Name  
Postal address  
City

### Article 1: Object of the temporary contract

The European Network Forum Synergies offers a trainee exchange programme. We are addressing young people interested in discovering a rural project, a rural organisation or another specific activity related to sustainable local & rural development. We thereby want to support and motivate young people to become actors dedicated to sustainable rural development throughout Europe.

### Article 2: Engagement of Forum Synergies

Forum Synergies provides the guidelines for the operational implementation of the scholarship:

- Forum Synergies is providing practical information relevant both for trainees and hosts.
- Forum Synergies offers a database of host organisations

Forum Synergies offers financial support to cover costs for both trainee and host according to the criteria explained in the Scholarship Announcement ([link](#)), the Guidelines for Trainees ([link](#)) and the Guidelines for Hosts ([link](#))

### Article 3: Engagement of the host

The host undertakes to:

- guide and supervise the trainee throughout the duration of the scholarship according to the workplan which has been submitted as part of the application procedure for at least 8 hours per week
- deliver a report including the elements listed in the "Guidelines for reporting"

**Article 4: Engagement of the trainee**

The trainee undertakes to:

- actively participate in the events foreseen in the workplan provided by the host
- deliver a report including the elements listed in the Action Sheet "Scholarship Youth": Basics & Experiences"

**Article 5: Duration of the contract**

The duration of the contract is based on the bilateral agreement between host and trainee and has to be approved by Forum Synergies.

The scholarship will last from ..... to .....

The reports from host and trainee will be delivered until .....

Any changes to this agreement have to be indicated to all concerned partners as soon as failure to stick to the commitment becomes evident. This will have consequences on the payments agreed which will have to be re-negotiated then.

This agreement becomes effective on the date of signature and shall end when the products listed are approved and the payment was made.

**Article 6: Reimbursement**

Forum Synergies will evaluate the products delivered (report by host and trainee). After approval of the reports and submitted documents related to travel costs and local expenses Forum Synergies will make the payment within 14 days.

**Article 7: Conflict management**

In case of conflict between the three parties regarding the implementation of this contract, a mediator can be nominated by the parties. In case of non-resolution of the conflict with the mediator, the place of legal resolution is Brussels.

Place and date .....

Signatures

Partner 1

Partner 2

Partner 3