



## **ETNA2020: Associated Partners general Rules & Conditions**

### **INTRODUCTION:**

The objective of the National Contact Point (NCP) project ETNA2020 (European transport Network Alliance 2020) is to provide information and services to all Smart, green & Integrated Transport NCPs in Europe and beyond.

As the consortium of the project consists of 16 beneficiaries, which all are European NCP organisations, the number of targeted Smart, Green & Integrated Transport NCPs that are not part of the consortium is very high.

ETNA2020 consortium is responsible for organising events, trainings and other services, and for the direct cooperation with the European Commission as far as project activities are concerned.

As the objective of ETNA2020 is to reach all Smart, Green & Integrated Transport NCPs, it is important for the project to have very close ties to the NCPs that are not in the consortium. This means that formally nominated NCPs, that are not beneficiaries of the project, will be invited to join events, trainings, webinars.

### **WHO ?**

According to the call provision under which ETNA2020 has been funded, NCPs from EU Member States or Associated Countries choosing not to participate as a member of the consortium will be involved and invited to participate in project activities and the cost incurred reimbursed by project budget.

All other NCPs can participate to the activities at their own costs.

**ONLY NCPS FROM EU MEMBER STATES AND ASSOCIATED COUNTRIES, OTHER THAN ETNA2020 BENEFICIARIES, ARE ENTITLED TO BE REIMBURSED FOR THEIR PARTICIPATION TO ETNA2020 EVENTS.**

### **RIGHTS AND DUTIES:**

ETNA2020 Associated Partners will have the right to:

- attend trainings and webinars
- attend NCP Forum organized by the project
- have access benchmarking tool and other web tools (funding map, PS tool, API, etc.)

On the other hand, Associated Partners are strongly encouraged, through their role of NCP, to:

- participate in the benchmarking exercise by filling in a questionnaire, according to their role as NCPs;
- contribute in relevant surveys through their knowhow as NCPs, regarding the national transport research landscape and relevant events together;
- provide feedback to the project or transport Calls;
- send feedback on the different project activities they are involved in or participate to through a structured feedback procedure
- inform the project about the use of the material produced by the project.



#### **REIMBURSEMENT FOR TRAVEL, HOTEL AND SUBSISTENCE COSTS:**

One representative per country , among the Associated Partners group (**Member States or associated countries**), can apply for reimbursement of this/her travel costs in the cases as specified below.

- Be officially appointed as H2020 Smart, Green & Integrated Transport NCP by the relevant national authorities;
- Appointment should be published in the participant portal in the NCPs devoted section;
- In case of multiple Smart, Green & Integrated Transport NCPs in one country agree on one representative per event;
- Be established in a Member State or Associated Country

Specific reimbursement conditions and procedures for each event are described in the “ETNA2020 Reimbursement Letter”.

Only travels accepted prior to the event by the Coordinator will be eligible for reimbursement. Every invitation to events will include the letter, explaining the participation rules for the ETNA2020 .

Upon the decision which of the Associated Partners NCPs will be funded out of the project budget, the “ETNA2020 Reimbursement Form” will be sent to you by the coordinator or project partner responsible for the event.